

# **CONTACT: SELSDON CHURCHES NEIGHBOURHOOD CARE**

Registered Charity No: 1124346

## **REPORTS and FINANCIAL STATEMENTS for the year ended 31 March 2024**

### **Contents**

Company General Information	Page 2
Report of the Directors	Pages 3 to 6
Contact - What we Do	Page 7 & 8
The Chairman's Report	Page 9 & 10
The Managers' Report	Pages 11 to 13
Independent Examiner's Report	Page 14
Statement of Financial Activities	Page 15
Balance Sheet	Page 16
Notes forming part of the Financial Statements	Pages 17 to 21

# **CONTACT : SELSDON CHURCHES NEIGHBOURHOOD CARE**

## **Company General Information**

### **Governing Document**

Memorandum and Articles of Association

### **Operating Name**

Contact

### **Employed Staff**

Mrs Jane Evans, Mrs Nina Gibson, Mrs Suzzane Quigley and Mrs Jasmine Singh

### **Registered Office**

Selsdon Community Centre, 132 Addington Road, Selsdon, South Croydon, CR2 8LA

### **Bankers**

Barclays Bank plc., The Croydon Group, PO Box 95, 1 North End, Croydon, CR9 1RN

Nationwide Building Society

Previously:

CAF Bank Limited 25 Kings Hill Avenue, Kings Hill, West Malling, ME19 4JQ

### **Independent Examiner**

L Tasker FCCA  
Ryefield Limited  
Unit 139 Airport House  
Purley Way  
Croydon  
CR0 0XZ

# **CONTACT : SELSDON CHURCHES NEIGHBOURHOOD CARE**

## **Report of the Directors for the year ended 31 March 2024**

The Trustees, present their Report and the Financial Statements for the year ended 31 March 2024.

### **Original Constitution**

Contact: Selsdon Churches Neighbourhood Care was a Company No. 6582829, limited by guarantee and not having a share capital, which was governed by a Memorandum and Articles of Association. The liability of each member was limited to £1. It is also a Registered Charity No. 1124346

The company was incorporated on 1 May 2008.

The charity was registered with the Charity Commission on 5 June 2008.

The company commenced operating from 11 October 2008.

### **Merger of Charities**

At a Special General Meeting held on 10 October 2008 the members of Selsdon Churches Neighbourhood Care, commonly known as 'Contact', (an unincorporated association, Registered Charity No.1012801) voted to transfer the assets and liabilities of Contact to this "new" charity. The merger was duly registered on the Merger of Charities register maintained by the Charity Commission.

### **Conversion to a Charitable Incorporated Organisation (CIO)**

On 9 March 2021 an application was lodged with the Charities Commission to convert to a Charitable Incorporated Organisation and permission was subsequently granted by the Charities Commission on the 8 April 2021. The Charity now only reports to the Charities Commission and are governed by the terms of the new constitution

### **Directors (the Trustees)**

Under the Articles of Association the number of directors is to be not less than three and not more than eleven, of whom a majority shall be members of the supporting churches. One third of the directors must retire each year and may stand for re-election at the Annual General Meeting

### **Trustees**

The current Trustees of the Charity are:

Mrs Helen Lishmund - Chairman

Miss Christine Waring - Vice Chairman

Mr Barry Shaw - Company Secretary

Mr Adrian Forward - Treasurer

Mr Martin Bailey

Mr Michael Barbour

Ms Yvonne Barnard

Mrs Gillian Gandolfo

Mr Martyn Brown and Neil Richardson

# **CONTACT : SELSDON CHURCHES NEIGHBOURHOOD CARE**

## **Report of the Directors for the year ended 31 March 2024**

**(continued)**

### **Objects of the Charity**

Under the Articles of Association, the objects of the charity are the relief of the persons in need or for such charitable purpose or purposes as the directors shall from time to time decide for the benefit of the inhabitants in the general Selsdon Area and any other neighbouring area as determined by the directors from time to time.

The present activities of the charity are set out in the statement headed "Contact – What we do" - on page 7.

### **Review of the year ended 31 March 2024**

Appended to this report are two documents which report on the activities undertaken by the charity during the period now under review:

The Chairman's Report - on page 9-10. The Managers' Report - on page 11-13

Also included in the directors' report are Policy Statements that have been adopted by the charity (see below and page 5), and the statement of the responsibilities of the directors (on page 6).

It is the opinion of the directors that this report, along with the appended reports and statements, demonstrate that the charity is operating for Public Benefit

### **Policy Statements**

#### **Reserves Policy**

The major part of Contact's income arises from three sources, an annual grant from the London Borough of Croydon, gifts from the local churches and gifts from individuals. The annual grant from the London Borough of Croydon is ceasing from the financial year 2023/24. From time to time grants are also received from charitable trusts and donations from other local organisations. The Trustees recognise that funds from any of our major funders could cease without notice and, as a responsible employers, consider that is prudent to maintain reserves sufficient to meet six months operating costs, say £25,000.

# **CONTACT : SELSDON CHURCHES NEIGHBOURHOOD CARE**

## **Report of the Directors for the year ended 31 March 2024 (continued)**

### **Risk Policy**

The Directors recognise that in today's litigious society there is a need to ensure that none of the services provided causes a level of dissatisfaction that might prompt a client to take legal action against Contact. The Directors have always maintained a 'hands on approach' (and continue so to do) to the management of Contact thereby ensuring that none of the services and help provided is beyond the capability of a good neighbour. The Directors also ensure that the staff, who provide assistance with completion of application forms for state benefits for example, have access to and undertake regular training. The Directors regularly review the risks and appropriate action is taken to mitigate them.

### **Equal Opportunities Policy**

Membership of Contact is open to all who wish to support its objects, irrespective of nationality, ethnic or national origins, sex, marital status, race, colour, political or religious belief, social or financial standing. Members will be welcome from those with disability who are able to support the objects of Contact. Contact supports equality of opportunity and will pursue policies to prevent discrimination. Contact will make available and provide its services to all members of the Selsdon area regardless of their age, race, colour, nationality, ethnic or national origins, of their sex, marital status or disability, political or religious belief, social or financial standing.

### **Vulnerable Adult's Policy**

Contact believes that all involved in its activities have the right to be safe and free from harm. To this end the Management Committee have adopted the policy contained in the London multi-agency policy and the procedures contained therein to safeguard adults from abuse will be followed. A copy of the Policy document is kept in the Contact Office or is available to view on line at

<http://www.croydon.gov.uk/healthsocial/sva>

### **Children's Policy**

One of the most important principles of Contact child protection policy states "that any volunteer who shall be selected by the designated Child Protection Person (DCPP) to undertake a caring visit in which a child or children may be involved needs to have attended safeguarding and welfare of children training".

The volunteers involved in Child care must provide two referees which will be thoroughly checked and have Disclosure and Barring Service vetting undertaken prior to the commencement of work.

The Contact Child protection policy document is available to view in the Contact office during normal opening hours.

# **CONTACT : SELSDON CHURCHES NEIGHBOURHOOD CARE**

## **Report of the Directors for the year ended 31 March 2024 (continued)**

### **Statement of the Responsibilities of the Directors**

The directors of Contact: Selsdon Churches Neighbourhood Care (for the purposes of company law) are responsible for preparing the Report of the directors and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the directors to prepare financial statements for each financial year which 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 the income and expenditure, of the charitable company for that period. In preparing these financial statements, the directors 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; prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue its operations.

### **Public Benefit**

It is the opinion of the Directors that this report makes it clear that 'Contact' exists to serve the people of Selsdon which it does so willingly and freely. No charges are made for the services provided, apart from fares for the shopping bus, the cost of outings and loan equipment charges. The Charity has hitherto existed on a grant from the local authority and donations from the local churches and supporters but the local authority grant cease from the financial year 2023/24.

All the directors give of their time freely and no directors' remuneration was paid in the year and no directors' expenses were charged. There were no related party transactions. Some volunteers claim for reimbursement of car mileage at rates not exceeding those approved by HM Revenue & Customs. Any other benefits by directors, staff and volunteers are incidental.

Signed by Barry Shaw, Honorary Company Secretary, on behalf of the Directors

Mr BARRY SHAW

Date :

## CONTACT : SELSDON CHURCHES NEIGHBOURHOOD CARE

### Contact: What we do

Number of New Clients	48
Callers to Office	2,020
Advice and Assistance given to clients	11,206
Clients Shopping Trips	98
Transport for clients for health appointments	482
Other transport requests Coffee Mornings/Outings	500
Customer care calls to clients	8,064

Contact is Selsdon Churches Neighbourhood Care Scheme that provides practical help, advice, support and information to people living within the Selsdon area and part of Sanderstead, through a large network of volunteers. Although a churches scheme, Contact welcomes all clients and volunteers regardless of any religious, political or secular views.

**Transport:** Door to door transport to doctors, local clinics, hospitals, etc. for the less mobile.

**Information:** On a wide range of statutory and voluntary services, e.g. specialist holidays, self-help groups, benefits and many more.

**Shopping/  
Prescription collection:** For the sick, disabled or elderly.

**Shopping Bus:** A regular door to door shopping bus to Warlingham Sainsbury's. Escorts travel with the mini-bus giving help where needed.

**Visiting/Befriending:** For housebound or elderly people, needing support or company. We also provide a hospital visiting service.

**Carer Support:** Information, advice and support on services and benefits and how to apply, completing application forms if required. Providing day respite for carers.

## CONTACT : SELSDON CHURCHES NEIGHBOURHOOD CARE

### Contact: What we do (continued)

Practical Help:	Dog walking, 'one off' gardening jobs, wheelchair pushing, basic DIY.
Loan Equipment:	The office has an extensive supply of equipment available for short term loan including wheelchairs, Zimmer frames, indoor and outdoor walkers, TENS machine and many other items. All the wheelchairs are serviced regularly.
Smoke Alarm Scheme:	Installing smoke alarms and providing battery checks
Young Families:	Supporting families with children or young adults.
Social Events:	For clients, coffee mornings, outings (with assistance), Christmas party and regular newsletters
Contact Links:	Volunteers throughout our area are each responsible for delivering Contact information to 25-30 houses once a year and, when appropriate, offering practical help.

Contact has 4 members of part time paid staff

In addition, nearly 200 volunteers are involved in Contact, including a team of fifteen office volunteers and two postmen, to whom the directors and staff extend their heartfelt thanks.



# **CONTACT : SELSDON CHURCHES NEIGHBOURHOOD CARE**

## **Chairman's Annual Report for the year ended 31 March 2024**

2023/24, another busy and productive year for Selsdon Contact. The office remains busy and we have been supporting, and continuing to support, approximately 300 clients. It is interesting that this number seems to remain constant.

Jasmine Singh continues to manage the office and our loyal band of office volunteers, now ably assisted by Nina Gibson, our Deputy Manager. Nina has fitted effortlessly into the role and together with Jasmine, they are considerable assets to team continuing to promote Selsdon Contact, giving us a high profile particularly in regard to the local authority and NHS providers of statutory care to the elderly and vulnerable.

They continued to attend the Local Community Partnerships meetings often as the only representative from Selsdon and were instrumental in obtaining some funding via the partnership offering our minibus and driver to the New Addington Pop in to take their clients shopping. We entered a contract for this partnership in good faith. However, the partnership working proved rather one sided and entailed a lot of extra time and work for Jasmine and Nina. It is regrettable that our efforts to support partnership working with other local charities is proving to be so problematic.

Whilst the client numbers remain static, sadly volunteer numbers have decreased. Fewer numbers, but we are lucky enough to be supported by a steady band of very committed people giving their time freely. We must pay particular credit to our office volunteers responding to our clients in a cheerful and friendly manner, dealing with all manner to requests and arranging all kinds of support. In addition, credit must go to our happy band of drivers, both of the minibus and individually taking clients to medical appointments – providing that neighbourly, good natured care on which clients often comment. There is also a band of volunteers providing a regular coffee morning at the Selsdon Baptist Church, a much-appreciated social occasion. There are the escorts on the shopping bus and our many outings, the helpers at the events organised throughout the year and those who befriend clients, fit smoke alarms or collect a prescription. What seems to be most valued and important to our clients is the regular 'contact' from Contact – particularly valued by those living alone.

We have a fantastic band of volunteers.

On 31<sup>st</sup> March 2023 we lost our Council funding reducing Selsdon Contact's income by approximately £34,000 per annum. We are fortunate that, in the past, we have received generous legacies and donations which have kept our funds at a good level. The Trustees took the decision that we should look to find further funds to cover approx. half of the shortfall so that we did not deplete our reserves too quickly. We seem to have achieved this goal for 2023/24 and thanks go to several people for this. Chris Waring, Vice Chair, worked hard at putting in funding bids to cover events costs, towards shopping bus costs etc. Many thanks for her diligence. She also, together with Suzi Quigley our IT and Data Assistant, responsible for keeping our data up to date, data being vital when applying for funding. We have also set up a Friends of Contact scheme encouraging supporters of Contact to make regular donations and we are organising fundraising events such as the successful Summer Concert at St. Johns and our forthcoming Quiz Night.

This brings me to two other areas of great support for Contact. As our title indicates we are supported by our local churches. We are indebted to the churches (Selsdon Baptist Church, St Columba's, St Francis, Jubilee Church and St John's) for their financial and prayerful support. This year has meant financial support has been vital having lost statutory funding and the churches have been generous in donating collections from joint services and other donations both financially and by raising our profile.

Each of the churches have an appointed representative on our board of Trustees. The charity currently has a board of Trustees with a great diversity of skills, experience and dedication. I am grateful to all my fellow directors for their support. Chris Waring as Deputy Chair is a wise and generous mentor; Adrian Forward is a reliable and prudent Treasurer and Barry Shaw as Company Secretary ensures we operate correctly under charity law. My fellow trustees offer wise advice and keep me on my toes and I am grateful to you all. I must also give thanks to Maureen Stagg who so accurately and promptly records our meetings as Minute Secretary.

2023 was an important year for Contact as we celebrate 50 years offering practical help, advice, support and information to the residents of Selsdon. It was launched on 10th July 1973 and thanks to the drive and energy of a team led by the redoubtable Anne Hill, Contact – Selsdon Churches Good Neighbour Scheme was born. We celebrated with a series of events including celebration teas, special outings and a celebratory weekend in July with a thanksgiving Songs of Praise service and tea and a summer concert. It was a time to take pride in the Selsdon community for supporting Contact.

Looking to the future – we are re-establishing our links with Sainsbury who have kindly allowed us to promote and collect money for Contact during Volunteers week. We are fostering links with Churchill Housing, some of whose residents we support. The Selsdon Centre for the Retired had the threat of closure due to financial difficulties and we were involved in talks regarding the future of the Centre together with Croydon's Mayor, Age Concern and other interested parties. The Centre were fortunate in obtaining funding via the National Lottery and we are hoping to establish better links with them as they move to a new future. We are always grateful for support from Selsdon and Sanderstead Rotary and London Cooling who provide hampers and gifts for our clients.

2024/25 will be another challenging year but it is a pleasure to work with such an enthusiastic board of Trustees, Jasmine, Nina and Suzi and a great team of office volunteers so keen to support our clients and a great band of volunteers. I hope we can look forward to another 50 years supporting the people of Selsdon.

GOD BLESS YOU ALL

**Helen Lishmund**  
Chairman

## **CONTACT: SELSDON CHURCHES NEIGHBOURHOOD CARE.**

### **The Manager's Report for the year ended 31<sup>st</sup> March 2024.**

As I reflect on the past year, I am filled with a deep sense of gratitude and pride for what we have accomplished together. Contact continued to advance our mission of providing support not only to our vulnerable clients but to the wider community. Despite the challenges posed by the uncertainty of continuing without the Council funding, we have seen remarkable progress in our programs and the lives we touch. This year we reached a significant milestone, 50 years of serving the Selsdon Community. This achievement would not have been possible without the unwavering support of our volunteers, donors and partners. By attending Local Community Partnership meetings, I managed to raise Contact's profile, thus leading to a number of different collaborations.

The office remained operational and became busier. Our workload intensified with the uptake of new clients whilst continuing to provide comprehensive services to our existing clients. We began an exercise to streamline our computer records in order to comply with GDPR 2018 rules. Our volunteers count has decreased but we have an ongoing campaign to address this via local publications, notices and social media platforms. Sadly, we lost our longest serving office volunteer, Vera Dean, in October 2023. Vera dedicated over 25 years of selfless service to the Contact. office which was shut on the day of Vera's funeral as a mark of respect.

#### **Extraordinary Events.**

This year was marked by two remarkable events that brought our community together in celebration and reflection.

**The celebration of 50 years of Contact.** The weekend events of 8<sup>th</sup> & 9<sup>th</sup> July 2023, were a perfect blend of nostalgia and joy. It began with the summer concert by the Norwood Wind Ensemble and Songsations choir, followed the next day by a thanksgiving service which was a tribute to each individual who played a part in shaping Contact's journey. Again, a delicious tea followed with lots of sharing of stories of years past.

**The Coronation of King Charles III** was celebrated with a Coronation Tea at St John's Church hall. Guests were entertained with a delicious tea of sandwiches and homemade cakes, Coronation Bingo, and joined in a loyal toast to the new king. Many people reminisced about Queen Elizabeth's Coronation in 1953, where they were or what they were doing that day.

#### **Partnerships and Collaborations.**

Over the past year, we have collaborated with the following organizations:

New Addington Partners: -

- Pop in centre & Pathfinders.
- The family Centre
- Good Food Matters
- Centre for change.

We continued to attend Local Community Partners meetings and loaned our bus and a volunteer to take clients from the Pop in centre on local outings. A presentation of the "stronger together" partnership was held in November with the Mayor of Croydon in attendance.

- Croydon Vision - loaned their bus as an additional bus for our Coffee mornings.
- Selsdon Library – obtained a Contact Library card /Pin to allow volunteers to complete forms on line for our clients, on days the library is shut.

- Sainsbury's store Selsdon- allowed us a total of 4 Fundraising/Awareness days, spread over the year.
- Rotary Club of Sanderstead and Seldon- invited our clients to annual Reach out day for lunch and entertainment.
- John Ruskin College- Held a Social responsibility Day in June during which the students & teachers carried out gardening for a client.
- Clear Community Web- is an organisation that develops digital skills and helps to build confidence online. I am still in discussions with Clear Community Web to set up Digital drop ins locally to support our clients.

### **Alliance with Local Schools**

Our clients were invited to afternoon tea by Courtwood Primary School and to two concerts by Royal Russell School, all of which our clients thoroughly enjoyed. In addition, Trinity School students, as part of their voluntary placement scheme, carried out gardening work for six clients.

### **Ultra-Low Emission Zone (ULEZ).**

Contact carried out a survey of our volunteer drivers to establish the compliance of their cars with ULEZ requirements. Fortunately, only a couple of drivers were replacing cars and suspended driving duties with us until a replacement vehicle was purchased.

### **Outings and other events**

Last year, our outings were a great success. Each event was meticulously planned and the positive feedback we received reflected the enthusiasm and enjoyment experienced by everyone involved. The outings not only provided memorable experiences but also fostered a deeper sense of camaraderie among all participants.

Included were visits to local garden centres and RHS Wisley, a Valentine's Day Tea and a Christmas party, lunch at a Toby Carvery, a visit to Titsey Place and a day trip to Eastbourne.

### **Shopping Bus.**

Following the pandemic, the regular shopping bus numbers have decreased. Many clients are having shopping delivered or family /friends are doing shopping on their behalf. Some clients have moved into a care home or sadly passed away. However, the introduction of our new once a month shopping bus expedition to West Wickham has been a roaring success. In November 2023, a successful bid was made to Croydon Relief in Need for a grant towards the cost of running the shopping bus scheme for 6 months.

### **Coffee mornings.**

Our monthly coffee mornings are ever popular. With the addition of a loan bus from Croydon Vision, we are able to ferry many more clients to socialise and enjoy the morning. We have had a speaker from Clear Community Web, speaking to clients about digital/online support they offer locally.

### **The Village Club.**

We were overjoyed to be voted Charity of the year by the Village Club in March 2024

### **Friends of Contact.**

The withdrawal of funding from Croydon Council concerned many of our clients. Numerous clients, asked how they might contribute on a regular basis. With this in mind, Friends of Contact was launched in November 2023 and we have had a good uptake of both clients and volunteers wishing to join. We are actively letting the wider community know of this scheme through various platforms.

### **Churches support.**

As always, I would like to express our heartfelt thanks to our local churches. (St John the Divine, Selsdon Baptist Church, St Columba's, Croydon Jubilee Church, St Francis Church and Churches Together in Selsdon & Addington). This year, we were grateful for donations from the lunch club at St Mary's Church, Addington. We in turn have been able to loan our minibus on various occasions to the churches. We are truly grateful for your support and hospitality, and we look forward to future collaborations.

### **Volunteer Contributions.**

Our office volunteers were the backbone of our success last year, demonstrating unwavering dedication and passion in every task they undertook. Their commitment was evident in the countless hours they devoted, often going above and beyond what was expected. The enthusiasm and energy they brought to each project inspired others and helped create a positive and welcoming environment. Their contributions were invaluable and without them Contact's services would not continue.

### **Three members of staff**

Our Deputy Manager, Nina Gibson, has been an excellent support to me assisting in operations, and planning, interacting with the Team and ensuring the smooth running of the office. Our IT and Data Administrator, Suzy Quigley, manages our data, maintains our database and computer records and keeps us GDPR Compliant.

### **Looking Ahead: Goals for 2024/25**

Boost our volunteer bank.	Expand funding sources.	Foster new collaborations.
Increase our visibility.	Strengthen our office team by development/in house training.	

In closing, I am committed to building on our successes and addressing areas where there is potential for improvement. The dedication of our volunteers and the trust of clients will continue to be a driving force behind our achievements.

I would like to extend my heartfelt thanks to all who have contributed to our success this year.

Jasmine Singh,  
Manager.

### ***Some comments from our clients:***

*Thank you to everyone at Contact for your help and support over the past weeks. Without the kindness of people who don't know me it would have been a much more difficult time for me. Thanks for all you have done.*

*Many thanks for all your help and advice. Much appreciated.*

*Dear Jasmine and dear friends at Contact. How can I thank you all for giving your time to put an Valentines afternoon tea, for the work that goes into putting this on. It's so nice to get out of the house when you are in it all week, and meet up with lovely friends. Thank you so much.*

*Dear friends, Thank you for a most enjoyable afternoon tea and all the hard work you put in. You Put a smile on my face.*

# CONTACT : SELSDON CHURCHES NEIGHBOURHOOD CARE

## Independent Examiner's Report

### To the Trustees of Contact: Selsdon Churches Neighbourhood Care

I report on the accounts of the Charity (No. 1124346) for the year ended 31 March 2024 which are set out on pages 15 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 in accordance with the requirements of the Companies Act 2006. The charity's trustees consider that an audit is not required for this year under Section 145 of the Charities Act 2011 (the Charities Act)) and that an independent examination is needed.

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination

It is my responsibility to

- examine the accounts under Section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under Section 145(5)(b) of the Charities Act; and
- to 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 Commissioners. 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 the 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 to indicate that

- accounting records have not been kept in accordance with Section 386 of the Companies Act 2006;
- the accounts do not accord with such records;
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant account requirements under Section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102); and
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

**Name: Leslie John Tasker FCCA**

Relevant professional qualification or body: Association of Chartered Certified Accountants

Address: Ryefield Ltd. Unit 139, Airport House, Purley Way, Croydon, Surrey. CR0 0XZ.

Date:

**CONTACT : SELSDON CHURCHES NEIGHBOURHOOD CARE**  
**Registered Charity No: 1124346**  
**Charitable Incorporated Organisation**

**Statement of Financial Activities**  
**for the year ended 31 March 2024**  
(incorporating the Income and Expenditure Account and  
Statement of Total Recognised Gains and Losses)

	Notes	General Fund	Designated Fund	Restricted Funds	Total Funds	Year ended 31 Mar 2023
<b>INCOME</b>						
From generated funds:						
c London Borough of Croydon	5	-	-	-	-	38,525
Donations received	6 & 7	25,392	-	-	25,392	12,926
Legacies and In Memoriam gifts received		-	-	-	-	7,275
Income from other bodies		-	-	-	-	-
Sale of vehicle		-	-	-	-	-
Bank interest		3,302	-	-	3,302	1,468
From charitable activities	8	5,541	-	-	5,541	5,575
<b>Total income</b>		<b>34,235</b>	<b>-</b>	<b>-</b>	<b>34,235</b>	<b>65,768</b>
<b>EXPENDITURE</b>						
Charitable activities:						
Personnel	9	33,909	-	-	33,909	26,656
Office costs	10	7,692	-	-	7,692	10,975
Equipment costs	11	526	-	-	526	222
Other expenses	12	12,486	-	-	12,486	11,258
Donations and gifts		188	-	-	188	202
Catering costs		-	-	-	-	-
Depreciation	3	402	-	-	402	502
		<b>55,203</b>	<b>-</b>	<b>-</b>	<b>55,203</b>	<b>49,815</b>
Governance costs:						
Bank charges and Accountancy		-	-	-	-	-
Independent Examiner's fee		864	-	-	864	624
		<b>864</b>	<b>-</b>	<b>-</b>	<b>864</b>	<b>624</b>
<b>Total expenditure</b>		<b>56,067</b>	<b>-</b>	<b>-</b>	<b>56,067</b>	<b>50,439</b>
<b>NET INCOME (EXPENDITURE) before transfers</b>		<b>-21,832</b>	<b>-</b>	<b>-</b>	<b>-21,832</b>	<b>15,329</b>
Transfers between funds	4	-	-	-	-	-
<b>NET INCOME (EXPENDITURE) after transfers</b>		<b>-21,832</b>	<b>-</b>	<b>-</b>	<b>-21,832</b>	<b>15,329</b>
Funds brought forward at 1 April 2023		115,873	16,968	-	132,841	117,512
<b>TOTAL FUNDS carried forward at 31 March 2023</b>		<b>£94,041</b>	<b>£16,968</b>	<b>-</b>	<b>£111,009</b>	<b>£132,841</b>

This statement of financial activities includes all losses and gains in the year. All income and expenditure derive from continuing activities

**CONTACT : SELSDON CHURCHES NEIGHBOURHOOD CARE**  
Registered Charity No: 1124346

**Balance Sheet at 31 March 2024**

	Note	Unrestricted Funds	Restricted Fund	Total Funds 31 Mar 2024	Total Funds 31 Mar 2023
<b>FIXED ASSETS</b>					
Office Equipment	3	1,607	-	1,607	2,010
Motor Vehicle	3	-	-	-	-
<b>TOTAL Fixed Assets</b>		<u>1,607</u>	<u>-</u>	<u>1,607</u>	<u>2,010</u>
<b>CURRENT ASSETS</b>					
Sundry Debtors and Prepayments		-	-	-	-
Cash at bank and in hand					
Bank Current Accounts		5,635	-	5,635	31,137
Bank Deposit Accounts		112,565	-	112,565	108,506
Cash in hand		82	-	82	68
<b>TOTAL Current Assets</b>		<u>118,282</u>	<u>-</u>	<u>118,282</u>	<u>139,711</u>
<b>CURRENT LIABILITIES</b>					
Credit Card		0	-	0	0
Sundry creditors falling due within one year and accruals		-8,880	-	-8,880	-8,880
Inter Fund Balances		-	-	-	-
<b>TOTAL Current Liabilities</b>		<u>-8,880</u>	<u>-</u>	<u>-8,880</u>	<u>-8,880</u>
<b>NET CURRENT ASSETS</b>		<u>109,402</u>	<u>-</u>	<u>109,402</u>	<u>130,831</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>£111,009</u>	<u>-</u>	<u>£111,009</u>	<u>£132,841</u>
<b>THE FUNDS OF THE CHARITY</b>					
Unrestricted funds	4	111,009	-	111,009	132,841
Restricted funds	4	-	-	-	-
<b>TOTAL CHARITY FUNDS</b>		<u>£111,009</u>	<u>-</u>	<u>£111,009</u>	<u>£132,841</u>

Exemption from audit, etc.

**Director's responsibilities**

The directors acknowledge their responsibilities for complying with the requirements of the relevant legislation with respect to accounting records and the preparation of accounts

These financial statements were approved by the Directors on the

and signed on their behalf

**HELEN LISHMUND**

Chairman

**BARRY SHAW**

Company Secretary



**Notes forming part of the Financial Statements  
for the year ended 31 March 2024**

**1 Basis of preparation**

**1.1 Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to the accounts. These accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011. The charity constitutes a public benefit entity as defined by FRS 102.

**1.2 Going concern**

There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

**1.3 Change of accounting policy**

The accounts present a true and fair view and no changes have been made to the accounting policies adopted in note 2.

**1.4 Changes to accounting estimates**

No changes to accounting estimates have occurred in the reporting period.

**1.5 Material prior year errors**

No material prior year errors have been identified in the reporting period.

**2 Accounting policies**

**2.1 Generally**

All items are accounted for on the accruals basis.

**2.2 Recognition of income**

These are included in the Statement of Financial Activities (SoFA) when (a) the charity becomes entitled to the resources, (b) it is more likely than not that the trustees will receive the resources, and (c) the monetary value can be measured with sufficient reliability.

**2.3 Grants and donations**

Grants and donations are only included in the SoFA when the general income recognition criteria are met.

**2.4 Legacies**

Legacies are only included in the SoFA when receipt is probable, that is, when the grant of probate has been issued, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

**2.5 Tax reclaims on donations and gifts**

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

**2.6 Volunteer help**

The value of any voluntary help received is not included in the accounts but is described in the trustees' report.

**Notes forming part of the Financial Statements  
for the year ended 31 March 2024  
(continued)**

**2 Accounting policies (continued)**

**2.7 Expenditure and Liability recognition**

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

**2.8 Governance and support costs**

Support costs have been allocated between governance and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

**2.9 Tangible fixed assets for use by the charity**

Computers and Office Equipment purchased at more than a cost of £500 are capitalised and written-off on a straight line basis over 5 years. Vehicles are written off on a straight line basis over 8 years.

**2.10 Taxation**

As a registered charity under the Charities Acts, no liability to taxation arises.

**3 Fixed Assets**

	Office equipment	Telephone	Photocopier	TOTAL
Cost at 1.4.2023	2,009	-	-	2,009
Additions		-	-	-
disposal	-	-	-	-
Cost at 31.3.2024	£2,009	-	-	£2,009
		-		0
disposal	-	-	-	-
Charge for Year	-402	-	0	-402
Depreciation at 31.3.2024	(£402)	-	£0	(£402)
Net Book Value				
At 31.3.2024	£1,607	-	-	£1,607

**Notes forming part of the Financial Statements  
for the year ended 31 March 2024  
(continued)**

**4 Movement of Funds**

The General Fund is available for use in accordance with the charitable objects.

The Designated Fund relates to a legacy from Mr D H Thornton which has been set aside by the directors for the future expansion of the charitable activities.

	Balances at 31.3.2023	Incoming Resources	Resources Expended	Transfers In/(Out)	Balances at 31.3.2024
Unrestricted Funds:					
General Fund	115,873	34,235	-56,067	-	94,041
Designated Fund	16,968	-	-	-	16,968
	<u>132,841</u>	<u>34,235</u>	<u>-56,067</u>	<u>-</u>	<u>111,009</u>
Restricted Fund	-	-	-	-	-
	<u>£132,841</u>	<u>£34,235</u>	<u>(£56,067)</u>	<u>-</u>	<u>£111,009</u>

**5 Grants received (General Fund)**

	Year ended 31.3.2024	Year ended 31.3.2023
London Borough of Croydon support grants	-	£30,725
London Borough additional funds for extra work undertaken	-	£7,800
	<u>-</u>	<u>£38,525</u>

**6 Donations received (General Fund)**

	Year ended 31.3.2024	Year ended 31.3.2023
Contributions from the member Churches of CTSA ( <i>see below</i> )	3,700	2,300
Donations received	12,386	10,626
Grants from other charities	9,306	-
Tax recoverable from Gift Aid Donations	-	-
	<u>£25,392</u>	<u>£12,926</u>

*Note: CTSA refers to Churches Together in Selsdon & Addington*

**7 Restricted Gift Fund**

	Year ended 31.3.2024	Year ended 31.3.2023
Restricted Gifts received during the year -	-	-

**8 Incoming resources from charitable activities**

	Year ended 31.3.2024	Year ended 31.3.2023
Coffee mornings	769	825
Outings	2,431	850
Shopping Bus	2,202	2,963
Party Receipts	-	-
Sundry	139	937
	<u>£5,541</u>	<u>£5,575</u>

**Notes forming part of the Financial Statements  
for the year ended 31 March 2024  
(continued)**

**9 Personnel**

	Unrestricted Funds	Restricted Fund	Year ended 31.3.2024 Total	Year ended 31.3.2023 Total
Manager and Client Support Colleagues				
Salaries	32,632	-	32,632	26,239
Employers' NI contributions		-	-	-
Expenses and pension	1,035	-	1,035	-
Staff training (including volunteers)		-	-	-
Volunteers' expenses	197	-	197	240
DBS Costs	45	-	45	177
	<u>£33,909</u>	<u>-</u>	<u>£33,909</u>	<u>£26,656</u>

**10 Office costs (General Fund)**

	Unrestricted Funds	Restricted Fund	Year ended 31.3.2024 Total	Year ended 31.3.2023 Total
Printing, postage and stationery	1,049	-	1,049	632
Photocopier charges	415	-	415	300
Telephones and internet charges	2,585	-	2,585	2,462
Computer supplies and support		-	-	-
Cleaning		-	-	-
Repairs	220		220	1,527
Advertising			-	-
Domestic expenses	233	-	233	149
Insurance	1,902	-	1,902	1,810
Room Hire	160		160	130
Rent of office		-	-	-
AGM Costs	476		476	202
Gifts	188		188	80
sundry expenses	76		76	76
London Borough of Croydon - Council Tax	388		388	3,608
London Borough of Croydon - Premises Service Charge		-	-	-
	<u>£7,692</u>	<u>-</u>	<u>£7,692</u>	<u>£10,975</u>

The charity's office was provided by the London Borough of Croydon in December 2003 who, until December 2012, allowed occupation on a rent and service charge free basis. Bearing in mind the role in the local community which we undertake, the Directors had hoped that Croydon would allow Contact to continue the use of the premises on that basis for the foreseeable future. At the end of 2012, Croydon decided to offer us a 25 year lease with effect from the 1st January 2013 which although rent free, would levy an annual service charge, initially of £1,600 per annum. The Lease has yet to be executed and at present there appears to be no mechanism for the London Borough of Croydon to collect this sum. The accrual has been frozen at current levels.

**11 Equipment costs (General Fund)**

	Year ended 31.3.2024	Year ended 31.3.2023
Minor equipment cost	370	222
Maintenance of equipment available for loan by clients	156	-
	<u>£526</u>	<u>£222</u>

**CONTACT : SELSDON CHURCHES NEIGHBOURHOOD CARE**  
**Registered Charity No: 1124346**

**Notes forming part of the Financial Statements**  
**for the year ended 31 March 2024**  
**(continued)**

**12 Other expenses**

	Year ended 31.3.2024	Year ended 31.3.2023
A minibus was acquired by lease in August 2021		
Expenditure on Bus:		
Running Costs	9,920	10,274
	<hr/>	<hr/>
CATS - Other costs		-
Sundry expenses	2,566	984
Shopping Bus		-
	<hr/>	<hr/>
Total	<u>£12,486</u>	<u>£11,258</u>

**13 Staff costs**

For the Financial Year Contact paid three members of staff who between them normally work around 50 hours per week. During the year record keeping procedures were reviewed. In addition a cleaner is employed for 128 hours per year.

**14 Directors**

The directors received no remuneration during the period under review, other than any documented reimbursed expenses relating to mileage claims or supporting the clients of Contact.

