

# TRUSTEES'

# ANNUAL

# REPORT

## APRIL 2022-

## MARCH 2023



Age Concern Hythe and Lyminge  
Working name





# Legal and Administrative

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## Trustees

Mrs P Southern - Chair  
Mrs J Kennedy - Vice Chair  
Mr A R Hogben - Treasurer  
Mr J Harrington - Resigned 26/9/22  
Mrs J Dodds  
Ms R Knudsen - Resigned 14/8/23  
Mr P Golding  
Mr I B Cox  
Mr M Doble  
Mr T Fagg - Appointed 31/3/23  
Mr T Dawlings - Appointed 31/3/23  
Mrs A Harns - Harris Appointed 31/3/23  
Mrs L Homewood - Appointed 31/3/23  
Mr F Hobbs - Appointed 31/3/23

## Chief Executive

Cleo Smith BEM

## Senior Management Team

Christopher Houghton

## Charity Number

06589817

## Company Number

1125274

## Registered Office & Principal Address

Sanford House  
Stade Street  
Hythe  
Kent  
CT21 6BD

## Auditors

Burgess Hodgson LLP  
Camburgh House  
27 New Dover Road  
Canterbury  
Kent  
CT1 3DN

## Solicitors

Robson & Co  
147 High Street  
Hythe  
Kent  
CT21 5JN

## Main Bankers

HSBC Bank Plc  
39 High Street  
Ashford  
Kent  
TN24 8TQ

CCLA Investment Management Limited  
80 Cheapside  
London  
EC2V 6DZ

## Investment Advisors

Whiting Group Ltd  
19-21 Albion Place  
Maidstone  
Kent  
ME14 5EG

## Insurance Brokers

Independent Insurance Services  
Church House  
136 Sandgate Rd  
Folkestone  
Kent  
CT20 2BN



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# Message from the Chair

## Penny Southern

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My role as chair, on behalf of the group of trustees, is to introduce our Annual Report which takes you through the work the organisation completed from April 2022 to March 2023. This report gives us the opportunity to reflect on the years' work and consider the work we need to continue with or change to deliver our services to the people that live and work in our local communities.

It has been a busy year with a great deal of change but throughout this time we have continued to stay true to our mission statement and continue to deliver against our strategic objectives. The Annual Report takes you through our services, it sets out what we do, what we have managed to deliver and our areas of development and growth.

We have, despite the many changes in our funding arrangements, delivered all of our key services and continued with our support to people living with dementia, you will see throughout the report the

number of services we have delivered and success of these services. As an organisation here to meet a local need, we will continue to explore ways in which we can maintain these services and where needed increase these services.

Volunteering is a big and important part of what we do and having the role of Volunteer coordinator has enabled us to engage more widely with our volunteers, make sure they have the right support and training. They make a significant contribution to the work of the organisation and it's been great to see so many attend the celebrations held to say thank you.

During this period we also worked with an organisation called Simpact who supported us with a detailed review of the organisation, engaging with partners, volunteers, staff, trustees and people who use our services. The aim of this work was to develop a strategy and action plan to drive this organisation through the Covid recovery period and to help shape service delivery for the next 3 to 5 years.

Partners, staff, volunteers relayed and reflected the views and experiences of the people who use our services through a series of direct engagement sessions. This was an important opportunity to understand what it is we do well and what we need to do in the future, in particular our need to continue to be relevant and sustainable through that is proving to be a difficult period to attract the necessary funding.

As you will see in the Statement of Financial Activities, we have continued to make a loss, this was not unexpected and our forecasts was telling us this and have been accurate throughout, however it is a loss and we are forecasting a further loss in this financial



## Message from the Chair

### Penny Southern

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year. Although we have been able to sustain this loss with the historical financial work, we cannot continue with these losses and the review underway is going to make a number of recommendations that the organisation will need to consider and action in order to maintain our services and deliver a future balanced budget.

In addition to this review, we spent last year working with our partners in Age UK Ashford on a project to strengthen the partnership further, the project recommended that Age UK Hythe, Lydinge and Ashford merge and become one organisation and this was to be ready and launched in April 2023. I want to take this opportunity to thank the trustees of both

organisations for all their dedication and support during this year and for all the work they completed to enable the merge to happen successfully.

Finally, a huge thank you to all the staff across the three community hubs who never fail to impress me with all the excellent work they do to deliver services within these communities.

I am confident you'll find this Annual Report informative; it will enable you to reflect on all the excellent work we have achieved during this period and give you confidence that the organisation is sustainable, relevant and can deliver what's needed to the people in our communities.





# Trustee's Report

## An Introduction

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**The Trustees who are directors for the purpose of company law, are pleased to present their report together with the financial statements of the charity for the period 1 April 2022 to 31 March 2023.**

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and 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) (second edition, effective 1 January 2019).





# Trustees' Report

## Structure, Governance & Management

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Following a decision by the Trustees in May 2008, a new charitable company, which is limited by guarantee, was incorporated in May 2008 under Company Number 1125274 and Charity Number 06589817.

Although operating as individual organisations prior to 2011 Age Concern Hythe and Age Concern Elham Rural decided to merge, forming the charity Age Concern Hythe and Lyminge (Charity Number 06589817).

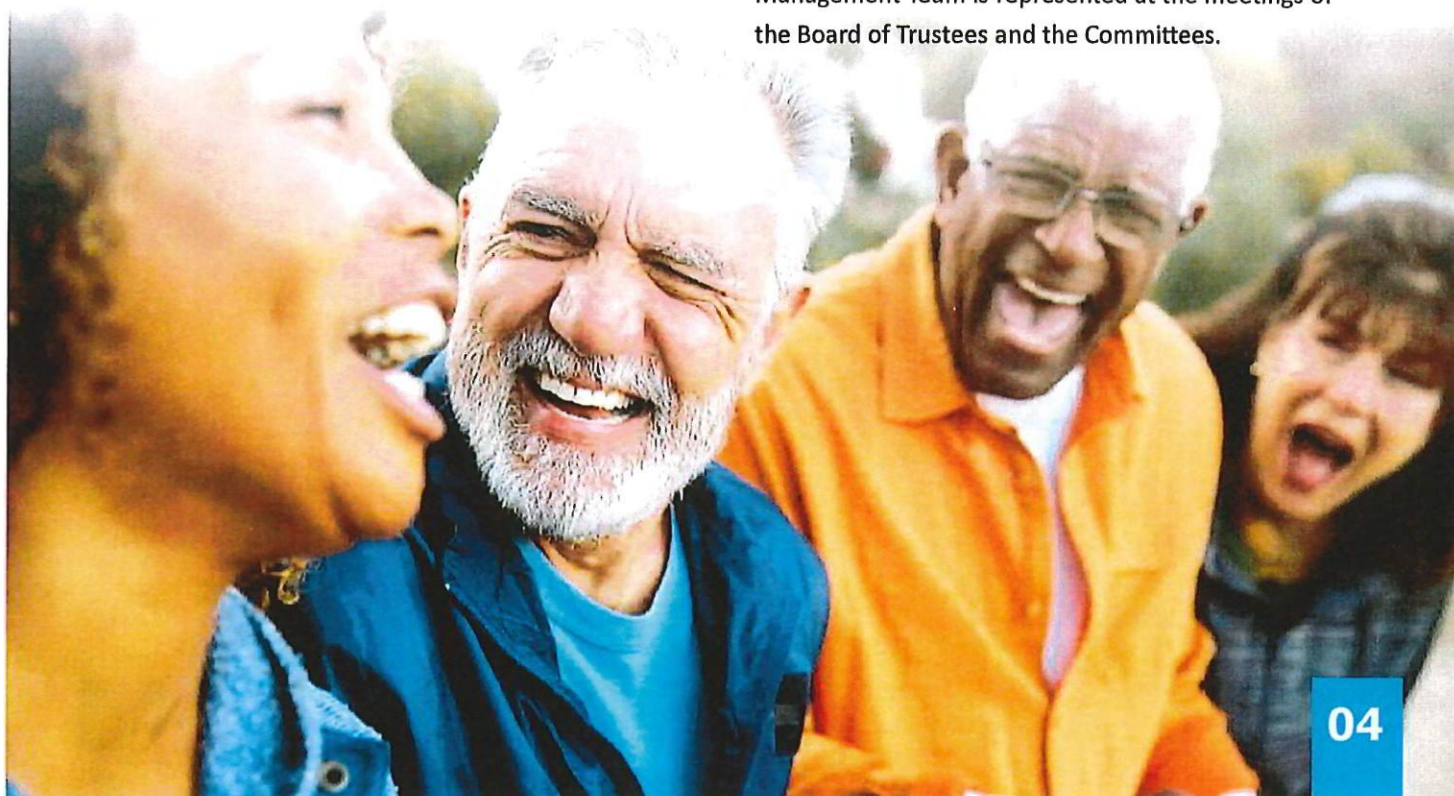
Although our registered name is Age Concern Hythe and Lyminge, the operating name of the charity was changed to Age UK Hythe and Lyminge in April 2011.

Following incorporation, the charity is governed by Age Concern Standard 4 Gold Memorandum & Articles of Association. The Memorandum & Articles were updated in September 2008 and Amended in November 2015 and again in November 2019.

### Board of Trustees

Mrs P Southern - Chair  
Mrs J Kennedy – Vice Chair  
Mr A R Hogben - Treasurer  
Mr J Harrington - Resigned 26/9/22  
Mrs J Dodds  
Ms R Knudsen - Resigned 14/8/23  
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Mr F Hobbs - Appointed 31/3/23

The body responsible for the management of the charity is the Board of Trustees. The Trustees are also Directors of the incorporated entity, which meets at least ten times a year. The Board receives reports from a formal Finance Committee. This committee meets at least ten times per year. These committees have specific Terms of Reference, functions delegated by the Board, and Chairs appointed by the Board. The Senior Management Team is represented at the meetings of the Board of Trustees and the Committees.





# Trustees' Report

## Structure, Governance & Management

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The Board conducts a regular skills audit to ensure that the serving Trustees collectively possess all the skills necessary for the efficient governance of the Charity. Potential Trustees are interviewed before being nominated for election at the Annual General Meeting. If the required skills and experience cannot be met among the Trustees, appropriate individuals can be co-opted onto the Board. The Charity advertises for potential candidates when Trustee vacancies arise.

None of our Trustees receive remuneration or other benefit from their work with the charity. Any connection between a Trustee or senior manager with a related party, supplier or beneficiary of the charity must be disclosed to the full Board of Trustees in the same way as any other contractual relationship with a related party. In the current year no such related party transactions were reported.

The Trustees have taken into account the Charity Commission's guidance on public benefit.

### Management

The Board of Trustees is responsible for the overall strategic direction and development of the organisation. Decisions on the day to day operations and management of the charity are taken by the Chief Executive and Senior Managers of the organisation (the Senior Management Team). The Board receives, at a minimum, quarterly reports from the Chief Executive on operational matters and on financial performance. Decisions on matters with significant implications for the organisation are brought to the Board of Trustees. These would include, but are not limited to:

- Organisational priorities
- All matters of risk – in particular resource and reputational risk
- Significant organisational change
- Major initiatives
- Policy formation and development.

The pay of the Senior Management Team is reviewed annually. In view of the nature of the charity, it is the intention of the Board of Trustees to benchmark pay levels to other similar sized local community charities to ensure that our pay rates are competitive.





# Trustees' Report

## Structure, Governance & Management

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### Internal Control

The Trustees have overall responsibility for ensuring the charity has appropriate systems of internal control across the entire organisation and that the financial statements follow best practice. They are also responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the Charity.

They are responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities. The systems of internal control are designed to provide reasonable, but not absolute, assurance against material mis-statement or loss. They include:

- A business plan and annual budget approved by the Trustees.
- Regular consideration by the Trustees of financial results, variances from budgets, and forecasts.
- Formal adoption of financial regulations; which includes delegation of authority and segregation of duties.
- Formal adoption of a risk strategy and review of a risk register which identifies and manages individual items.

### Risk Management

The Trustees have in place a risk management strategy and risk register. This process includes regular review by the Trustees, Chief Officer and other senior members of staff. The process identifies the types of risks the Charity faces, prioritises them in terms of likelihood of occurrence and potential impact, and identifies the means of mitigating them.

This work has identified that long-term financial sustainability is a potential risk for the charity. The focus of the next strategic plan will be to develop self-sustaining income streams for our existing high-quality services and develop new initiatives and services that older people need and want.

Attention has also been focused on non-financial risks arising from fire and health and safety at both our centres. A comprehensive Fire Risk Assessment and fire warden training has been undertaken together with full building and electrical surveys to mitigate against these risks.

# Trustees' Report

## Our Mission

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*For every person in Hythe and Lyminge to feel part of the community and approach later life with independence, dignity, and a sense of wellbeing; and for Age UK Hythe and Lyminge to be recognised as a vital part of the Folkestone and Hythe District.*





# Trustees' Report

## Our Strategic Objectives

### Charitable Object

The object of the charity shall be to promote and assist the general good of all older people in any manner which is now or hereafter may be deemed by law to be charitable, primarily within Hythe and Lyminge.

### Our Vision

Reduce loneliness and improve the health and wellbeing for those living in or around Hythe and Lyminge.

### Our Objectives

- To provide a high quality, safe and sustainable service, which meets the needs of older people across Hythe and Lyminge.
- To use our experience and knowledge to empower older people, represent them and give them an influential voice.
- To influence and respond effectively to changes in Health and Adult Social Care policies.
- To engage with older people, their families and carers so that older people in our town and villages can access support, live well and make the most of later life.

### Our Values

We are:

## Caring

...providing a high-quality service, with the needs of the individual at its core. Ensuring service users are treated with care, respect and dignity.

## Trust

...providing trustworthy, quality and accessible services using our experience and knowledge to empower older people and represent them. Helping them access support, live well and make the most of later life.

## Choice

... providing choice to access a range of opportunities and empower older people to make choices about their lives.





# About us

## Our Services

Our services focus on social opportunity groups in our hubs and community while providing support at home where needed. All services are built around our Wellness Wheel. Recognising there are several aspects of life that can impact on how we might be feeling, we have developed our services to ensure there is a variety of options available to you.

### Time for me



A membership group offering discounts and priority access to our outings and day trips.

From lunches at local restaurants and theatre trips, to film nights at the hub. It's a great way to meet new people and try new things. In the year April 2022-March 2023 we offered **465** sessions.

### Full days with us



#### Full day sessions include:

A varied programme of activities offered both morning and afternoon, e.g. seated exercise, new age curling,

art, singing and much more.

A hot two course lunch, cooked fresh daily.

Refreshments throughout the day.

Local transport to and from the hub is available.

In the year April 2022-March 2023 we provided **1,681** social opportunity places. We also provided **7,420** wellbeing activities such as art, singing, dance groups and much more.

### Help at home



#### These services include:

**Two course hot meal delivery:** Fresh meals delivered hot and ready to eat. In the year April 2022-March 2023 we delivered **35,364** hot meals.

**Independent living service:** Assisting with tasks that might have become more difficult, for example, light housework, preparing you a light lunch or support getting shopping. In the year April 2022-March 2023 we provided **1,847** hours of service delivery.

**Laundry Service:** We collect and wash laundry, returning it the following week. Various levels of service are available to suit all needs. In the year April 2022-March 2023 we washed **1053** loads of laundry.

**Befriending service:** Offering companionship in April 2022-March 2023, we provided **524** hours of befriending.

**Transport:** We have a fleet of wheelchair accessible vehicles to assist with transport needs. In the year April 2022-March 2023 we supported **35** individuals with transport needs.



# About us

## Our Services

**Shopping and prescription delivery:** Assisting with essential shopping and collecting and delivering prescriptions. In the year April 2022-March 2023 we provided **995** shopping calls and delivered **53** prescriptions.

### Information & Advice



Age UK has a team of expert Information and Advice Officers who are able to help you navigate through life changes and ensure adequate support is received.

**The team can help with:**

**Maximising your income:** Completing benefit checks to ensure that you are receiving all you could be entitled to.

**Help with form filling:** We know those forms are tough! Our team are here to support you. Whether with blue badge applications, attendance allowance or any other form you need support with, we are just a call away.

**Community equipment:** Don't struggle at home, there is free assistive equipment available that can be put in place where needed.

**Care and support advice:** A change in health can be a challenge and often needs adapting to. Find out what support is out there and where to access it.

In the year April 2022-March 2023 we provided **1,242** interventions.

### Dementia & Me



A diagnosis of dementia can result in mixed feelings; relief for knowing the cause of changes to behaviour, or anxiety of what might be coming next.

We offer a bespoke service to assist and support at each stage of living with dementia. In the year April 2022-March 2023 we supported over **1,500** individuals living with Dementia.

**Sessions provided include:**

**Maintenance Cognitive Stimulation Therapy (MCST):**

Short sessions for those recently diagnosed.

In the year April 2022-March 2023 we delivered **586** MCST sessions.

**Daybreak:** Various settings are available dependent on need. Local transport to and from the hub is available. In the year April 2022-March 2023 we provided **1,172** sessions for those living with dementia.

### Other Services

- Hairdressing - **98** appointments
- Chiropody - **1,885** appointments
- Hearing Aid Clinics - **550** drop-in sessions

### Volunteering

Our volunteers keep the charity moving. We like to think that we have something for everyone.

In the year April 2022-March 2023 Volunteers have donated **8,701** hours equating to **£104,412**.

We rely heavily on volunteers to support our organisation. We have many volunteers role including befrienders, driver, volunteers supporting with shopping, activities, in the café kitchen and much more.

**Age Concern Hythe and Lyminge**  
**Company Limited by Guarantee**  
**Trustees' Responsibilities Statement**  
**Year ended 31 March 2023**

**Trustees' responsibilities statement**

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

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the income and expenditure, for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgments and accounting 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 charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Auditor**

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

The trustees' annual report and the strategic report were approved on 25/10/23 and signed on behalf of the board of trustees by:



Mrs P Southern  
Chair



# **Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)**

**Company Limited by Guarantee**

## **Independent Auditor's Report to the Members of Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)**

**Year ended 31 March 2023**

### **Opinion**

We have audited the financial statements of Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge) (the 'charity') for the year ended 31 March 2023 which comprise the statement of financial activities (including income and expenditure account), statement of financial position, statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

# **Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)**

**Company Limited by Guarantee**

**Independent Auditor's Report to the Members of Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge) *(continued)***

**Year ended 31 March 2023**

## **Other information**

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

## **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

## **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.



**Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)**

**Company Limited by Guarantee**

**Independent Auditor's Report to the Members of Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge) *(continued)***

**Year ended 31 March 2023**

**Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

# **Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)**

**Company Limited by Guarantee**

## **Independent Auditor's Report to the Members of Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge) *(continued)***

**Year ended 31 March 2023**

### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we have considered; the nature of the industry, control environment and business performance with particular reference to any remuneration or related party transactions involving trustees.

We also consider the results of our enquiries of management, relating to their own identification and assessment of the risks of irregularities and possible related fraud. This includes reviewing available documentation on their policies and procedures and performing tests of controls to evidence their effectiveness.

Throughout the audit testing we are considering the incentives that may exist within the organisation for fraud. Key areas include timing of recognising income around the year end, posting of unusual journals and the correct use of restricted funds. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We ensure we have an understanding of the relevant laws and regulations and remain alert to possible non-compliance throughout the audit.

Despite proper planning and audit work in accordance with auditing standards there are inherent limitations and unavoidable risk that we may not detect some irregularities and material misstatements in the financial statements. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.



# **Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)**

**Company Limited by Guarantee**

## **Independent Auditor's Report to the Members of Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge) *(continued)***

**Year ended 31 March 2023**

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

### **Use of our report**

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.



Matthew Lightfoot (Senior Statutory Auditor)

For and on behalf of  
Burgess Hodgson LLP  
Chartered accountants & statutory auditor  
Camburgh House  
27 New Dover Road  
Canterbury  
Kent  
CT1 3DN

*27<sup>th</sup> October 2023*

**Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)**

**Company Limited by Guarantee**

**Statement of Financial Activities  
(including income and expenditure account)**

**Year ended 31 March 2023**

			<b>2023</b>		<b>2022</b>
	<b>Note</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total funds £</b>	<b>Total funds £</b>
<b>Income and endowments</b>					
Donations and legacies	2	85,452	120,102	205,554	590,780
Day Care Centre	3	544,126	100,000	644,126	548,516
Other trading activities	4	144,275	353	144,628	38,054
Investment income	5	14,662	—	14,662	11,368
<b>Total income</b>		<b>788,515</b>	<b>220,455</b>	<b>1,008,970</b>	<b>1,188,718</b>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of other trading activities	6	25,694	—	25,694	7,318
Investment management costs	7	3,399	—	3,399	1,518
Day Care Centre	8,9	943,733	216,431	1,160,164	885,939
<b>Total expenditure</b>		<b>972,826</b>	<b>216,431</b>	<b>1,189,257</b>	<b>894,775</b>
 Net gains on investments	 11	 (76,605)	 —	 (76,605)	 (31,814)
 <b>Net (expenditure)/income</b>		 <b>(107,706)</b>	 <b>4,024</b>	 <b>(103,682)</b>	 <b>325,757</b>
 Transfers between funds		 3,130	 (3,130)	 —	 —
 <b>Net movement in funds</b>		 <b>(104,576)</b>	 <b>894</b>	 <b>(103,682)</b>	 <b>325,757</b>
 <b>Reconciliation of funds</b>					
Total funds brought forward		1,608,460	421,002	2,029,462	1,703,705
<b>Total funds carried forward</b>		<b>1,503,884</b>	<b>421,896</b>	<b>1,925,780</b>	<b>2,029,462</b>

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

The notes on pages 9 to 22 form part of these financial statements.



**Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)**

**Company Limited by Guarantee**

**Statement of Financial Position**

**31 March 2023**

	Note	2023		2022	
		£	£	£	£
<b>Fixed assets</b>					
Tangible fixed assets	15		418,381		351,813
Investments	16		1,221,983		1,145,378
			<u>1,640,364</u>		<u>1,497,191</u>
<b>Current assets</b>					
Stocks	17	2,376		3,146	
Debtors	18	76,045		65,882	
Cash at bank and in hand		344,997		570,163	
		<u>423,418</u>		<u>639,191</u>	
<b>Creditors: amounts falling due within one year</b>	19	<u>138,002</u>		<u>106,920</u>	
<b>Net current assets</b>			285,416		532,271
<b>Total assets less current liabilities</b>			<u>1,925,780</u>		<u>2,029,462</u>
<b>Net assets</b>			<u>1,925,780</u>		<u>2,029,462</u>
<b>Funds of the charity</b>					
Restricted funds			421,896		421,002
Unrestricted funds			1,503,884		1,608,460
<b>Total charity funds</b>	22		<u>1,925,780</u>		<u>2,029,462</u>

These financial statements were approved by the board of trustees and authorised for issue on 25/10/23 and are signed on behalf of the board by:

*Penny Southern*

Mrs P Southern  
Trustee

The notes on pages 9 to 22 form part of these financial statements.

**Age Concern Hythe, Lyminge and Ashford (formerly known as Age  
Concern Hythe and Lyminge)**

**Company Limited by Guarantee**

**Statement of Cash Flows**

**Year ended 31 March 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Cash flows from operating activities</b>		
Net (expenditure)/income	(103,682)	325,757
<i>Adjustments for:</i>		
Depreciation of tangible fixed assets	46,128	43,310
Government grant income	(26,000)	(8,381)
Net gains on investments	(76,605)	(31,814)
Dividends, interest and rents from investments	(14,070)	(11,350)
Other interest receivable and similar income	(592)	(18)
Interest payable and similar charges	7,112	6,243
Accrued income	(29,300)	(1,321)
<i>Changes in:</i>		
Stocks	770	235
Trade and other debtors	27,141	2,567
Trade and other creditors	23,078	(37,900)
Cash generated from operations	(146,020)	287,328
Interest paid	(7,112)	(6,243)
Interest received	592	18
Net cash (used in)/from operating activities	<u>(152,540)</u>	<u>281,103</u>
<b>Cash flows from investing activities</b>		
Dividends, interest and rents from investments	14,070	11,350
Purchase of tangible assets	(112,696)	(130,175)
Purchases of other investments	—	(300,000)
Net cash used in investing activities	<u>(98,626)</u>	<u>(418,825)</u>
<b>Cash flows from financing activities</b>		
Government grant income	26,000	8,381
Net cash from financing activities	<u>26,000</u>	<u>8,381</u>
<b>Net decrease in cash and cash equivalents</b>	(225,166)	(129,341)
<b>Cash and cash equivalents at beginning of year</b>	<u>570,163</u>	<u>699,504</u>
<b>Cash and cash equivalents at end of year</b>	<u>344,997</u>	<u>570,163</u>

The notes on pages 9 to 22 form part of these financial statements.



# **Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)**

**Company Limited by Guarantee**

## **Notes to the Financial Statements**

**Year ended 31 March 2023**

### **1. Accounting policies**

#### **Basis of preparation**

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 201) '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, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Age Concern Hythe and Lyminge is a charitable company in the United Kingdom. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is Sanford House, Stade Street, Hythe, Kent, CT21 6BD. The nature of the charity's operations and principal activities are on page 1.

#### **Going concern**

There are no material uncertainties about the charity's ability to continue.

#### **Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

#### **Income tax**

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.

#### **Incoming resources**

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.

# **Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements *(continued)***

#### **Year ended 31 March 2023**

#### **1. Accounting policies *(continued)***

##### **Resources expended**

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.

##### **Allocation and apportionment of costs**

Support costs are those that assist the work of the charity but do not directly undertake charity activities. Note 10 provides a breakdown of the costs and how these have been allocated.

##### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

##### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Freehold property	-	Straight line over life of lease
Fixtures and fittings	-	20% reducing balance
Motor vehicles	-	25% reducing balance
Equipment	-	33% straight line

##### **Investments**

Unlisted equity investments are initially recorded at cost, and subsequently measured at fair value. If fair value cannot be reliably measured, assets are measured at cost less impairment.

Listed investments are measured at fair value with changes in fair value being recognised in income or expenditure.



# Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)

Company Limited by Guarantee

## Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

### 1. Accounting policies *(continued)*

#### Investment property

Investment property is shown at most recent valuation. Any aggregate surplus or deficit arising from changes in fair value is recognised in the Statement of Financial Activities.

#### Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

#### Defined contribution plans

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

### 2. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
<b>Donations</b>			
Donations	25,182	504	25,686
<b>Legacies</b>			
Legacies	—	—	—
<b>Grants</b>			
Grants	43,720	110,148	153,868
Government grant income	16,550	9,450	26,000
	<u>85,452</u>	<u>120,102</u>	<u>205,554</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
<b>Donations</b>			
Donations	26,489	420	26,909
<b>Legacies</b>			
Legacies	150,104	—	150,104
<b>Grants</b>			
Grants	158,886	246,500	405,386
Government grant income	8,381	—	8,381
	<u>343,860</u>	<u>246,920</u>	<u>590,780</u>

# Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

## 3. Day care centre

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Meals and refreshments	274,400	—	274,400
Health and well being	27,758	—	27,758
Transport contributions	26,625	—	26,625
Independent living services	88,304	—	88,304
Centre activities	27,043	—	27,043
SEK Wellbeing Funding	99,996	—	99,996
National Lottery Funding - Stick in a Bundle Income	—	100,000	100,000
	<u>544,126</u>	<u>100,000</u>	<u>644,126</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Meals and refreshments	245,453	—	245,453
Health and well being	24,206	—	24,206
Transport contributions	21,330	—	21,330
Independent living services	113,554	—	113,554
Centre activities	8,973	—	8,973
SEK Wellbeing Funding	—	135,000	135,000
National Lottery Funding - Stick in a Bundle Income	—	—	—
	<u>413,516</u>	<u>135,000</u>	<u>548,516</u>

## 4. Other trading activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Fundraising events	10,860	—	10,860
Shop Income	50,470	—	50,470
Other Income	3,353	353	3,706
Recharged wages	79,246	—	79,246
Support Income - Other Branches	346	—	346
	<u>144,275</u>	<u>353</u>	<u>144,628</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Fundraising events	1,801	—	1,801
Shop Income	21,987	—	21,987
Other Income	3,153	—	3,153
Recharged wages	11,113	—	11,113
Support Income - Other Branches	—	—	—
	<u>38,054</u>	<u>—</u>	<u>38,054</u>



# Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)

Company Limited by Guarantee

## Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

### 5. Investment income

	Unrestricted Funds	Total Funds 2023	Unrestricted Funds	Total Funds 2022
	£	£	£	£
Rents received	14,070	14,070	11,350	11,350
Deposit account interest	592	592	18	18
	<u>14,662</u>	<u>14,662</u>	<u>11,368</u>	<u>11,368</u>

### 6. Costs of other trading activities

	Unrestricted Funds	Total Funds 2023	Unrestricted Funds	Total Funds 2022
	£	£	£	£
Other trading activities	<u>25,694</u>	<u>25,694</u>	<u>7,318</u>	<u>7,318</u>

### 7. Investment management costs

	Unrestricted Funds	Total Funds 2023	Unrestricted Funds	Total Funds 2022
	£	£	£	£
Managing agents fees	1,490	1,490	1,080	1,080
Insurance	1,909	1,909	438	438
	<u>3,399</u>	<u>3,399</u>	<u>1,518</u>	<u>1,518</u>

### 8. Expenditure on charitable activities by fund type

	Unrestricted Funds	Restricted Funds	Total Funds 2023
	£	£	£
Day Care Centre	793,691	205,536	999,227
Support costs	150,042	10,895	160,937
	<u>943,733</u>	<u>216,431</u>	<u>1,160,164</u>

	Unrestricted Funds	Restricted Funds	Total Funds 2022
	£	£	£
Day Care Centre	578,100	225,010	803,110
Support costs	65,083	17,746	82,829
	<u>643,183</u>	<u>242,756</u>	<u>885,939</u>

# Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)

Company Limited by Guarantee

## Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

### 9. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	Total funds 2023 £	Total fund 2022 £
Day Care Centre	999,227	—	999,227	803,110
Governance costs	—	160,937	160,937	82,829
	<u>999,227</u>	<u>160,937</u>	<u>1,160,164</u>	<u>885,939</u>

### 10. Analysis of support costs

	Day Care Centre £	Total 2023 £	Total 2022 £
Wages	94,945	94,945	41,983
Social Security	11,152	11,152	7,075
Pensions	2,848	2,848	1,892
Auditors' remuneration	8,200	8,200	6,420
Bank charges	7,112	7,112	6,243
Legal & Professional fees	24,689	24,689	5,422
Accountancy & bookkeeping	11,991	11,991	13,794
	<u>160,937</u>	<u>160,937</u>	<u>82,829</u>

### 11. Net gains on investments

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Gains/(losses) on other investment assets	<u>76,605</u>	<u>76,605</u>	<u>31,814</u>	<u>31,814</u>

### 12. Net (expenditure)/Income

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

	2023 £	2022 £
Depreciation of tangible fixed assets	46,128	43,310
Fees payable for the audit of the financial statements	<u>8,200</u>	<u>6,420</u>



**Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)**

**Company Limited by Guarantee**

**Notes to the Financial Statements *(continued)***

**Year ended 31 March 2023**

**13. Staff costs**

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2023	2022
	£	£
Wages and salaries	556,993	388,239
Social security costs	28,548	21,841
Employer contributions to pension plans	11,552	7,921
	<u>597,093</u>	<u>418,001</u>

The average head count of employees during the year was 47 (2022: 42). The average number of full-time equivalent employees during the year is analysed as follows:

	2023	2022
	No.	No.
Management	2	1
Support & Dementia Daybreak	12	15
Administration	5	4
Ancillary	2	3
Hot meals	11	15
Independent living	4	3
Kitchen	5	1
Cleaning & Laundry	4	—
Information & Advice	2	—
	<u>47</u>	<u>42</u>

No employee received employee benefits of more than £60,000 during the year (2022: Nil).

**14. Trustee remuneration and expenses**

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees

Trustee expenses of £32 were paid to Penny Southern in the year (2022: £90).

# Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

#### 15. Tangible fixed assets

	Improvements to Property £	Fixtures and fittings £	Motor vehicles £	Equipment £	Total £
<b>Cost</b>					
At 1 April 2022	394,092	151,341	40,390	21,423	607,246
Additions	111,816	—	—	880	112,696
<b>At 31 March 2023</b>	<u>505,908</u>	<u>151,341</u>	<u>40,390</u>	<u>22,303</u>	<u>719,942</u>
<b>Depreciation</b>					
At 1 April 2022	99,467	118,225	21,310	16,431	255,433
Charge for the year	31,488	6,622	4,770	3,248	46,128
<b>At 31 March 2023</b>	<u>130,955</u>	<u>124,847</u>	<u>26,080</u>	<u>19,679</u>	<u>301,561</u>
<b>Carrying amount</b>					
<b>At 31 March 2023</b>	<u>374,953</u>	<u>26,494</u>	<u>14,310</u>	<u>2,624</u>	<u>418,381</u>
At 31 March 2022	<u>294,625</u>	<u>33,116</u>	<u>19,080</u>	<u>4,992</u>	<u>351,813</u>

#### 16. Investments

	Investment properties £	Other investments £	Total £
<b>Cost or valuation</b>			
At 1 April 2022	260,000	885,378	1,145,378
Additions	—	—	—
Fair value movements	90,000	(13,395)	76,605
<b>At 31 March 2023</b>	<u>350,000</u>	<u>871,983</u>	<u>1,221,983</u>
<b>Impairment</b>			
At 1 April 2022 and 31 March 2023	—	—	—
<b>Carrying amount</b>			
<b>At 31 March 2023</b>	<u>350,000</u>	<u>871,983</u>	<u>1,221,983</u>
At 31 March 2022	<u>260,000</u>	<u>885,378</u>	<u>1,145,378</u>

All investments shown above are held at valuation.

#### Investment properties

Investment property is shown at most recent valuation. Any aggregate surplus or deficit arising from changes in fair value is recognised in the Statement of Financial Activities.

**Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)**

**Company Limited by Guarantee**

**Notes to the Financial Statements *(continued)***

**Year ended 31 March 2023**

**17. Stocks**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Stocks	<u>2,376</u>	<u>3,146</u>

**18. Debtors**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Trade debtors	1,092	45,677
Prepayments and accrued income	66,697	20,205
Other debtors	<u>8,256</u>	<u>–</u>
	<u>76,045</u>	<u>65,882</u>

**19. Creditors: amounts falling due within one year**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Trade creditors	40,828	30,787
Accruals and deferred income	20,091	12,087
Social security and other taxes	5,510	4,019
Other creditors	<u>71,573</u>	<u>60,027</u>
	<u>138,002</u>	<u>106,920</u>

**20. Pensions and other post retirement benefits**

**Defined contribution plans**

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £11,552 (2022: £7,921).

**21. Government grants**

The amounts recognised in the financial statements for government grants are as follows:

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Recognised in income from donations and legacies:		
Government grants income	<u>26,000</u>	<u>8,381</u>



# Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)

## Company Limited by Guarantee

### Notes to the Financial Statements (continued)

Year ended 31 March 2023

#### 22. Analysis of charitable funds

##### Unrestricted funds

	At 1 Apr 2022 £	Income £	Expenditure £	Transfers £	Gains and losses £	At 31 Mar 2023 £
General funds	1,574,381	788,515	(972,826)	3,130	76,605	1,469,805
Designated Redundancy Fund	34,079	—	—	—	—	34,079
	<u>1,608,460</u>	<u>788,515</u>	<u>(972,826)</u>	<u>3,130</u>	<u>76,605</u>	<u>1,503,884</u>

	At 1 Apr 2021 £	Income £	Expenditure £	Transfers £	Gains and losses £	At 31 Mar 2022 £
General funds	1,404,521	806,798	(652,019)	(16,733)	31,814	1,574,381
Designated Redundancy Fund	34,079	—	—	—	—	34,079
	<u>1,438,600</u>	<u>806,798</u>	<u>(652,019)</u>	<u>(16,733)</u>	<u>31,814</u>	<u>1,608,460</u>

##### Restricted funds

	At 1 Apr 2022 £	Income £	Expenditure £	Transfers £	Gains and losses £	At 31 Mar 2023 £
Christmas Club	—	—	—	—	—	—
Holiday Fund	—	—	—	—	—	—
Information & Advice Fund	35,972	12,110	(3,517)	—	—	44,565
Dementia Daybreak Fund	3,130	—	—	(3,130)	—	—
Extension Fund	339,711	4,785	(39,840)	—	—	304,656
Hythe Dementia Coordinator	—	20,234	(20,234)	—	—	—
Hythe Post Diagnostic Dementia	—	57,163	(56,838)	—	—	325

# Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)

Company Limited by Guarantee

## Notes to the Financial Statements (continued)

Year ended 31 March 2023

### 22. Analysis of charitable funds (continued)

Christmas Party Fund	–	3,666	(978)	–	–	2,688
UKSPF	–	3,000	(3,000)	–	–	–
Cost of Living Fund	–	10,000	(6,267)	–	–	3,733
Warm Space	–	6,450	(6,450)	–	–	–
Social Enterprise COM	–	–	–	–	–	–
Stick In A Bundle	42,189	100,447	(76,707)	–	–	65,929
Wellbeing Fund	–	–	–	–	–	–
Meet Up Warm Up	–	2,600	(2,600)	–	–	–
	<u>421,002</u>	<u>220,455</u>	<u>(216,431)</u>	<u>(3,130)</u>	<u>–</u>	<u>421,896</u>

	At 1 Apr 2021 £	Income £	Expenditure £	Transfers £	Gains and losses £	At 31 Mar 2022 £
Christmas Club	218	–	–	(218)	–	–
Holiday Fund	6,583	–	–	(6,583)	–	–
Information & Advice Fund	35,552	420	–	–	–	35,972
Dementia Daybreak Fund	13,118	18,750	(28,738)	–	–	3,130
Extension Fund	209,634	150,000	(19,923)	–	–	339,711
Hythe Dementia Coordinator	–	–	–	–	–	–
Hythe Post Diagnostic Dementia	–	–	–	–	–	–
Christmas Party Fund	–	–	–	–	–	–
UKSPF	–	–	–	–	–	–
Cost of Living Fund	–	–	–	–	–	–
Warm Space	–	–	–	–	–	–
Social Enterprise COM	–	10,000	(1,218)	(8,782)	–	–
Stick In A Bundle	–	67,750	(25,561)	–	–	42,189
Wellbeing Fund	–	135,000	(167,316)	32,316	–	–
Meet Up Warm Up	–	–	–	–	–	–
	<u>265,105</u>	<u>381,920</u>	<u>(242,756)</u>	<u>16,733</u>	<u>–</u>	<u>421,002</u>

# **Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)**

**Company Limited by Guarantee**

**Notes to the Financial Statements** *(continued)*

**Year ended 31 March 2023**

## **23. Funds**

The funds are used for the following purposes:

### **Designated**

#### **Redundancy Fund**

This fund is monies set aside to cover any redundancy costs that may arise in the future due to a decrease in funding for the activities of the charity, although at the present time it is not envisioned that the fund will be used.

### **Restricted**

#### **Information and Advice Fund**

This fund is to provide an information and advice service for the clients. Income is from Age UK and covers the Warm Homes project. These funds have been reallocated to provide general information and advice.

#### **Holiday Fund**

This fund holds the monies paid by clients to pay for an annual holiday with any costs relating to the holiday being charged to this fund. The balance of the account is reallocated to staff costs associated with the planning and attending the client holiday.

#### **Extension Fund**

This represents funds received from Kent County Council, The Bradbury Foundation, Bernard Sunley and the Laing Family Trust for the existing building extension costs.

#### **Dementia Daybreak Fund**

This represents funding from the National lottery to support those living with Dementia to access a bespoke Dementia service in a secure and safe environment.

#### **Social Enterprise COM**

This funding was received to provide a safe environment for our staff, volunteers and clients both in the centre and at home for our beneficiaries during covid -19.

#### **Stick In A Bundle**

This represents funding received from the National lottery to support the development and coordination of volunteers in the community enhancing their experience and increasing volunteer involvement within the organisation.

#### **Wellbeing Fund**

This funding is received through a subcontract commission by Kent County Council to provide well being activities to those aged 55 and over.

#### **Hythe Dementia Coordinator**

Age UK Hythe and Lyminge are subcontractors to deliver Dementia coordination services as part of a contract procured by Kent County council and the NHS.

#### **Hythe Post Diagnostic Dementia**

Age UK Hythe and Lyminge are subcontractors to deliver Dementia support services as part of a contract procured by Kent County Council and the NHS.



# Age Concern Hythe, Lyminge and Ashford (formerly known as Age Concern Hythe and Lyminge)

Company Limited by Guarantee

## Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

### Christmas Party Fund

Funds donated to support the cost of client Christmas celebrations.

### UKSPF

A grant from Folkestone and Hythe District Council to support people living in the community with information and advice.

### Warm Space

A grant from Folkestone and Hythe District Council to provide a warm space for people to socialise in the winter months reducing costs of utilities at home.

### Cost of Living Fund

A grant from Age UK National to support our rising running costs.

### Meet Up Warm Up

A grant from Age UK to support older people to stay warm during the winter months.

## 24. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Tangible fixed assets	52,426	365,955	418,381
Investments	1,221,983	—	1,221,983
Current assets	306,616	116,802	423,418
Creditors less than 1 year	(77,141)	(60,861)	(138,002)
<b>Net assets</b>	<b>1,503,884</b>	<b>421,896</b>	<b>1,925,780</b>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Tangible fixed assets	67,708	284,106	351,814
Investments	1,145,378	—	1,145,378
Current assets	444,881	194,310	639,191
Creditors less than 1 year	(49,507)	(57,414)	(106,921)
<b>Net assets</b>	<b>1,608,460</b>	<b>421,002</b>	<b>2,029,462</b>

## 25. Analysis of changes in net debt

	At 1 Apr 2022 £	Cash flows £	At 31 Mar 2023 £
Cash at bank and in hand	570,163	(225,166)	344,997

**Age Concern Hythe, Lyminge and Ashford (formerly known as Age  
Concern Hythe and Lyminge)**

**Company Limited by Guarantee**

**Notes to the Financial Statements** *(continued)*

**Year ended 31 March 2023**

**26. Post balance sheet events**

On 1 April 2023 the activities of Age Concern Hythe and Lyminge have been merged with those of Age Concern (Age UK) Ashford (Company no. 1152993, Charity no. 08248833) as the trustees of both charities identified synergies, charitable benefits and trading efficiencies that could be achieved from a merger. As such from 1 April 2023 the trade of Age Concern Ashford has been transferred to Age Concern Hythe and Lyminge, now known as Age Concern Hythe, Lyminge and Ashford and all charitable activities for both charities are undertaken in this one entity.

**Age Concern Hythe, Lyminge and Ashford (formerly known as Age  
Concern Hythe and Lyminge)**

**Company Limited by Guarantee**

**Management Information**

**Year ended 31 March 2023**

**The following pages do not form part of the financial statements.**



**Age Concern Hythe, Lyminge and Ashford (formerly known as Age  
Concern Hythe and Lyminge)**

**Company Limited by Guarantee**

**Detailed Statement of Financial Activities**

**Year ended 31 March 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Income and endowments</b>		
<b>Donations and legacies</b>		
Donations	25,686	26,909
Legacies	—	150,104
Grants	153,868	405,386
Government grant income	26,000	8,381
	<u>205,554</u>	<u>590,780</u>
 <b>Day Care Centre</b>		
Meals and refreshments	274,400	245,453
Health and well being	27,758	24,206
Transport contributions	26,625	21,330
Independent living services	88,304	113,554
Centre activities	27,043	8,973
SEK Wellbeing Funding	99,996	135,000
National Lottery Funding - Stick in a Bundle Income	100,000	—
	<u>644,126</u>	<u>548,516</u>
 <b>Other trading activities</b>		
Fundraising events	10,860	1,801
Shop Income	50,470	21,987
Other Income	3,706	3,153
Recharged wages	79,246	11,113
Support Income - Other Branches	346	—
	<u>144,628</u>	<u>38,054</u>
 <b>Investment income</b>		
Rents received	14,070	11,350
Deposit account interest	592	18
	<u>14,662</u>	<u>11,368</u>
 <b>Total Income</b>	<u><u>1,008,970</u></u>	<u><u>1,188,718</u></u>

**Age Concern Hythe, Lyminge and Ashford (formerly known as Age  
Concern Hythe and Lyminge)**

**Company Limited by Guarantee**

**Detailed Statement of Financial Activities (continued)**

**Year ended 31 March 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Expenditure</b>		
<b>Costs of other trading activities</b>		
Opening stock	3,146	3,381
Purchases	24,209	6,784
Closing stock	2,376	3,146
Fundraising Expenditure	715	299
	<hr/>	<hr/>
	25,694	7,318
 <b>Investment management costs</b>		
Managing agents fees	1,490	1,080
Insurance	1,909	438
	<hr/>	<hr/>
	3,399	1,518
 <b>Day Care Centre</b>		
Wages and salaries	556,993	388,239
Employer's NIC	28,548	21,841
Pension costs	11,552	7,921
Rent	32,113	27,388
Rates and water	9,081	7,346
Light and heat	22,110	23,627
Repairs and maintenance	55,017	48,446
Motor vehicle expenses	55,379	43,559
Legal and professional fees	44,880	25,636
Telephone	12,438	9,553
Other office costs	33,353	23,496
Other interest payable and similar charges	7,112	6,243
Meals	31,660	14,821
Sundries	37,754	18,043
Cleaning and waste disposal	16,805	19,527
Training	4,154	984
Independent living scheme expenses	57,495	79,895
Hot meal delivery	52,313	49,512
Recruitment and other staff costs	2,690	5,449
Equipment leasing	342	4,515
Bad Debts written off	1,528	—
Investments to property	31,488	24,763
Fixtures and fittings	6,622	8,014
Motor vehicles	4,770	6,360
Computer equipment	3,248	4,173
Advertising and marketing	2,879	4,093
Activities and Entertainment	37,840	12,495
	<hr/>	<hr/>
	1,160,164	885,939

**Age Concern Hythe, Lyminge and Ashford (formerly known as Age  
Concern Hythe and Lyminge)**

**Company Limited by Guarantee**

**Detailed Statement of Financial Activities *(continued)***

**Year ended 31 March 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Total expenditure</b>	<u>1,189,257</u>	<u>894,775</u>
<b>Net gains on Investments</b>		
Gains/(losses) on other Investment assets	<u>(76,605)</u>	<u>(31,814)</u>
<b>Net (expenditure)/Income</b>	<u>(103,682)</u>	<u>325,757</u>



**Age Concern Hythe, Lyminge and Ashford (formerly known as Age  
Concern Hythe and Lyminge)**

**Company Limited by Guarantee**

**Notes to the Detailed Statement of Financial Activities**

**Year ended 31 March 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Costs of other trading activities</b>		
<b>Other trading activities</b>		
Opening stock	3,146	3,381
Purchases	24,209	6,784
Closing stock	(2,376)	(3,146)
Fundraising expenditure	715	299
	<u>25,694</u>	<u>7,318</u>
<b>Costs of other trading activities</b>	<u>25,694</u>	<u>7,318</u>

**Age Concern Hythe, Lyminge and Ashford (formerly known as Age  
Concern Hythe and Lyminge)**

**Company Limited by Guarantee**

**Notes to the Detailed Statement of Financial Activities *(continued)***

**Year ended 31 March 2023**

	2023 £	2022 £
<b>Day Care Centre</b>		
<b>Day Care Centre</b>		
<b><i>Activities undertaken directly</i></b>		
Wages	462,048	346,256
Social security	17,396	14,766
Pensions	8,704	6,029
Rent	32,113	27,388
Rates and insurance	9,081	7,346
Light and heat	22,110	23,627
Repairs and maintenance	55,017	48,446
Minibus and travel expenses	55,379	43,559
Telephone and internet charges	12,438	9,553
Postage and stationary	33,353	23,496
Meals	31,660	14,821
Sundries	37,754	18,043
Cleaning and waste disposal	16,805	19,527
Training	4,154	984
Independent living scheme expenses	57,495	79,895
Hot meal delivery	52,313	49,512
Recruitment and other staff costs	2,690	5,449
Equipment leasing	342	4,515
Bad Debts written off	1,528	—
Investments to property	31,488	24,763
Fixtures and fittings	6,622	8,014
Motor vehicles	4,770	6,360
Computer equipment	3,248	4,173
Advertising and marketing	2,879	4,093
Activities and Entertainment	37,840	12,495
	<u>999,227</u>	<u>803,110</u>
<b>Governance costs</b>		
Wages	94,945	41,983
Social Security	11,152	7,075
Pensions	2,848	1,892
Accountancy & bookkeeping	11,991	13,794
Auditors' remuneration	8,200	6,420
Legal & Professional fees	24,689	5,422
Bank charges	7,112	6,243
	<u>160,937</u>	<u>82,829</u>
<b>Day Care Centre</b>	<u><u>1,160,164</u></u>	<u><u>885,939</u></u>