

**Registered number: 06533051**  
**Charity number: 1126049**

**Cheam Priory Day Centre**  
**(A company limited by guarantee)**

**Unaudited**

**Trustees' report and financial statements**

**For the year ended 31 March 2021**

**Cheam Priory Day Centre**  
**(A company limited by guarantee)**

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**Cheam Priory Day Centre**  
**(A company limited by guarantee)**

**Reference and administrative details of the charity, its Directors and trustees and advisers**  
**For the year ended 31 March 2021**

**Directors and trustees**

Mr R W Daniels  
Mrs M A Johnston  
Rev N W Leggett  
Mr A R Lewis  
Mr M W Markan  
Mr P J Trower

**Company registered number**

06533051

**Charity registered number**

1126049

**Registered office**

316 Malden Road, Cheam, Sutton, Surrey, SM3 8EP

**President**

The Mayor of the London Borough of Sutton

**Independent Examiner**

Kreston Reeves LLP, Springfield House, Springfield Road, Horsham, West Sussex, RH12 2RG

**Cheam Priory Day Centre**  
**(A company limited by guarantee)**

**Trustees' report**  
**For the year ended 31 March 2021**

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The Trustees present their annual report together with the financial statements of the charity for the 1 April 2020 to 31 March 2021. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the charity qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

**Objectives and activities**

**a. Policies and objectives**

The objectives of the charity which were revised in March 2014 are "To promote the welfare of the aged in any manner which now is or hereafter may be deemed by law to be charitable for those living within a reasonable distance of the charity's facilities. In particular to provide day care facilities for the elderly and also for those of any age who are affected by dementia or related conditions".

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

**b. Main activities undertaken to further the charity's purposes for the public benefit**

Our main activities are available to all of the elderly living within the London Borough of Sutton (LBS) regardless of race or creed. Whilst we now mainly have fee paying clients, those unable to pay the fee can be referred through London Borough of Sutton Social Services who will provide a financial assessment and if appropriate will provide assistance via the direct payments scheme; many are thus able to benefit free of charge or at least receive assistance with the fees.

In planning our activities the trustees always consider the public benefit requirement and ensure that services offered all meet this criteria.

**Cheam Priory Day Centre**  
**(A company limited by guarantee)**

**Trustees' report (continued)**  
**For the year ended 31 March 2021**

**Achievements and performance**

**a. Review of activities**

I do not need to elaborate on what a difficult year this was for the Centre, as it was for pretty much all businesses throughout the country. If it wasn't for the Government grant and Sutton Council waiving the rent for the months we had to close, we would be showing a large deficit instead of a reasonable surplus. If it wasn't for the Staff Retention Scheme, it's unlikely the Centre would have survived.

On the positive side, once we reopened at the end of July 2020, the client numbers gradually picked up and despite a downturn in the last three months of 2020/21 (the winter months are always unpredictable) the first three months of 2021/22 have been the best start we've had to an accounting period in a very long time. The overall feeling currently is cautious optimism. Looking forward to the year ahead while keeping a close eye on the Covid statistics and fingers firmly crossed.

This feelgood factor in these difficult times is due entirely to Carol and her wonderful team. Throughout the last year, they have shown great determination and fortitude in maintaining the high standard of care achieved pre-Covid, despite the many obstacles in their way. The Board of Trustees wish to thank them immensely and look forward in seeing them carry on their excellent work throughout the year 2021/22 and beyond.

**Financial review**

**a. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

**b. Reserves policy**

At the year end total unrestricted funds of £111,839 (2020 - £96,694) were comprised of £39,519 general funds and £72,320 designated funds (as at 31 March 2020 these were £40,311 and £56,383 respectively).

At the year end £nil was held in restricted funds for major capital replacement (31 March 2020 - £nil).

At the year end £2,852 was held in restricted funds in regards to the Magic Table Fund.

General funds include £40,846 (31 March 2020 - £56,212) tied up in fixed assets held for charitable use.

Free reserves are funds available to meet shortfalls in income and to finance unexpected expenditure and fixed asset purchases. Free reserves include designated funds but exclude amounts tied up in fixed assets. At 31 March 2020 free reserves were £70,993 (2020 - £40,482).

The trustees have a policy to designate funds for fixed asset replacement. An amount equivalent to the value of the depreciation charged in the year is transferred from general funds into these designated funds. When new fixed assets are purchased, an amount is transferred from these funds into general funds.

**Cheam Priory Day Centre**  
**(A company limited by guarantee)**

**Trustees' report (continued)**  
**For the year ended 31 March 2021**

**Financial review (continued)**

**c. Covid-19**

The centre was closed on 23rd March 2020. Claims under the government's staff retention scheme started on April 1st and in the year the charity claimed a total of £80,346.

The centre was awarded a Government grant of £25,000 via Sutton Council. The council has also waived 4 months rent when the centre was closed.

The centre re-opened on a limited basis on 27th July. During August and September, the number of clients and staff returning has increased steadily to the extent that the centre is close to the levels experienced before the lockdown.

**Structure, governance and management**

**a. Constitution**

Cheam Priory Day Centre is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association.

**b. Methods of appointment or election of Trustees**

The trustees who served during the year and in the period up to the date of approval of this report are shown on page 1. The trustees are also the directors of the company.

The trustees, President and Executive Committee are appointed in accordance with the Memorandum and Articles of Association. Induction and training of trustees is undertaken on an individual basis as and when appropriate.

Approved by order of the members of the board of Trustees and signed on their behalf by:

.....  
**Mrs M A Johnston**  
Trustee

Date:

**Cheam Priory Day Centre**  
**(A company limited by guarantee)**

**Statement of Trustees' responsibilities**  
**For the year ended 31 March 2021**

The Trustees (who are also the directors of the charity 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 Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including its 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 of the Charities SORP (FRS 102)
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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.

Approved by order of the members of the board of Trustees and signed on its behalf by:

.....  
**Mrs M A Johnston**

Date:

**Cheam Priory Day Centre**  
**(A company limited by guarantee)**

**Independent examiner's report**  
**For the year ended 31 March 2021**

**Independent examiner's report to the Trustees of Cheam Priory Day Centre ('the charity')**

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 March 2021.

**Responsibilities and basis of report**

As the Trustees of the charity (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiner's statement**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

Signed:

Dated:

Sarah Ediss

BSc, FCA

**Kreston Reeves LLP**

Chartered Accountants

Horsham



**Cheam Priory Day Centre**  
**(A company limited by guarantee)**

**Statement of financial activities (incorporating income and expenditure account)**  
**For the year ended 31 March 2021**

	<b>Note</b>	<b>Unrestricted funds 2021 £</b>	<b>Restricted funds 2021 £</b>	<b>Total funds 2021 £</b>	<b>Total funds 2020 £</b>
<b>Income from:</b>					
Donations and legacies	3	105,917	2,852	108,769	943
Charitable activities	4	268,654	-	268,654	414,693
Other trading activities	5	720	-	720	3,905
Investments	6	27	-	27	130
<b>Total income</b>		<b>375,318</b>	<b>2,852</b>	<b>378,170</b>	<b>419,671</b>
<b>Expenditure on:</b>					
Charitable activities		360,173	-	360,173	432,517
<b>Total expenditure</b>		<b>360,173</b>	<b>-</b>	<b>360,173</b>	<b>432,517</b>
<b>Net movement in funds</b>		<b>15,145</b>	<b>2,852</b>	<b>17,997</b>	<b>(12,846)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		96,694	-	96,694	109,540
Net movement in funds		15,145	2,852	17,997	(12,846)
<b>Total funds carried forward</b>		<b>111,839</b>	<b>2,852</b>	<b>114,691</b>	<b>96,694</b>

The Statement of financial activities includes all gains and losses recognised in the year.

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

**Cheam Priory Day Centre**  
**(A company limited by guarantee)**  
**Registered number: 06533051**

**Balance sheet**  
**As at 31 March 2021**

	<b>Note</b>	<b>2021 £</b>	<b>2020 £</b>
<b>Fixed assets</b>			
Tangible assets	11	<b>40,846</b>	56,212
		<b>40,846</b>	56,212
<b>Current assets</b>			
Stocks	12	<b>782</b>	782
Debtors	13	<b>41,168</b>	27,015
Cash at bank and in hand		<b>65,263</b>	42,666
		<b>107,213</b>	70,463
Creditors: amounts falling due within one year	14	<b>(33,368)</b>	(29,217)
<b>Net current assets</b>		<b>73,845</b>	41,246
<b>Total assets less current liabilities</b>		<b>114,691</b>	97,458
Creditors: amounts falling due after more than one year	15	<b>-</b>	(764)
<b>Total net assets</b>		<b>114,691</b>	96,694
<b>Charity funds</b>			
Restricted funds	16	<b>2,852</b>	-
Unrestricted funds	16	<b>111,839</b>	96,694
<b>Total funds</b>		<b>114,691</b>	96,694

The charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

.....  
**Mrs M A Johnston**

Date:

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

**Cheam Priory Day Centre**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 March 2021**

**1. General information**

The charity is a company limited by guarantee. The members of the charitable company are the Trustees named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Cheam Priory Day Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**2.2 Going concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Whilst the impact of the COVID-19 pandemic has been assessed by the trustees, so far as is reasonably possible, due to its unprecedented impact on the worldwide economy it is difficult to evaluate with any certainty the potential outcomes on the charity's future activities. However, taking into consideration the charity's level of reserves, the trustees believe that the charity will be able to continue in operational existence for the foreseeable future.

**2.3 Income**

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

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

**Notes to the financial statements**  
**For the year ended 31 March 2021**

**2. Accounting policies (continued)**

**2.4 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

**2.5 Government grants**

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

**2.6 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

**2.7 Tangible fixed assets and depreciation**

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following bases:

Long-term leasehold property	- over the lease term
Motor vehicles	- 25% per annum on a straight line basis
Fixtures and fittings	- 10% per annum on a straight line basis
Office equipment	- 25% or 50% per annum on a straight line basis

**2.8 Stocks**

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

**2.9 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**Notes to the financial statements**  
**For the year ended 31 March 2021**

**2. Accounting policies (continued)**

**2.10 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.11 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

**2.12 Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.13 Finance leases and hire purchase**

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible fixed assets. Assets acquired by finance lease are depreciated over the shorter of the lease term and their useful lives. Assets acquired by hire purchase are depreciated over their useful lives. Finance leases are those where substantially all of the benefits and risks of ownership are assumed by the charity. Obligations under such agreements are included in creditors, net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the Statement of financial activities so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

**2.14 Operating leases**

Rentals paid under operating leases are charged to the Statement of financial activities on a straight line basis over the lease term.

**2.15 Pensions**

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

**Notes to the financial statements**  
**For the year ended 31 March 2021**

**2. Accounting policies (continued)**

**2.16 Fund accounting**

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

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

**Cheam Priory Day Centre**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 March 2021**

**3. Income from donations and legacies**

	<b>Unrestricted funds 2021 £</b>	<b>Restricted funds 2021 £</b>	<b>Total funds 2021 £</b>
Donations	571	2,852	<b>3,423</b>
Government grants	105,346	-	<b>105,346</b>
	<u>105,917</u>	<u>2,852</u>	<u><b>108,769</b></u>
		<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>
Donations		943	943

**4. Income from charitable activities**

	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>
Provision of day centre and care	268,654	<b>268,654</b>
	<u>268,654</u>	<u><b>268,654</b></u>
	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>
Provision of day centre and care	414,693	414,693
	<u>414,693</u>	<u>414,693</u>

**Cheam Priory Day Centre**  
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**Notes to the financial statements**  
**For the year ended 31 March 2021**

**5. Income from other trading activities**

**Income from non charitable trading activities**

	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>
Income from hall hire	720	<b>720</b>

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>
Income from hall hire	3,905	3,905

**6. Investment income**

	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>
Bank interest receivable	27	<b>27</b>

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>
Bank interest receivable	130	130

**7. Analysis of expenditure by activities**

	<b>Activities undertaken directly 2021 £</b>	<b>Total funds 2021 £</b>
Provision of day centre and care	360,173	<b>360,173</b>



**Cheam Priory Day Centre**  
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**Notes to the financial statements**  
**For the year ended 31 March 2021**

**7. Analysis of expenditure by activities (continued)**

	Activities undertaken directly 2020 £	Total funds 2020 £
Provision of day centre and care	432,517	432,517

All expenditure in both 2021 and 2020 was unrestricted.

**Analysis of direct costs**

	Provision of a day centre 2021 £	Total funds 2021 £
Staff costs	243,933	243,933
Depreciation	15,366	15,366
Activities	2,338	2,338
Rent	22,000	22,000
Rates and insurance	7,225	7,225
Light and heat	12,266	12,266
Maintenance, repairs and improvements	11,817	11,817
Cleaning	6,128	6,128
HR fees	1,675	1,675
Consultancy and advertising fees	4,554	4,554
Food	13,585	13,585
Transport	7,861	7,861
Postage, stationery, telephone and computing	3,228	3,228
Sundry expenses	2,392	2,392
Bookkeeping	2,078	2,078
Bank charges	211	211
Independent examiner's fee	3,090	3,090
Hire purchase interest	426	426
	360,173	360,173

**Cheam Priory Day Centre**  
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**Notes to the financial statements**  
**For the year ended 31 March 2021**

**7. Analysis of expenditure by activities (continued)**

**Analysis of direct costs (continued)**

	Provision of a day centre 2020 £	Total funds 2020 £
Staff costs	276,611	276,611
Depreciation	19,115	19,115
Activities	3,714	3,714
Rent	33,000	33,000
Rates and insurance	8,373	8,373
Light and heat	14,432	14,432
Maintenance, repairs and improvements	14,749	14,749
Cleaning	6,696	6,696
HR fees	4,130	4,130
Consultancy and advertising fees	6,297	6,297
Food	21,132	21,132
Transport	9,159	9,159
Postage, stationery, telephone and computing	3,564	3,564
Sundry expenses	3,611	3,611
Bookkeeping	2,415	2,415
Training	300	300
Bank charges	281	281
Independent examiner's fee	3,240	3,240
Trustee's expenses	360	360
Hire purchase interest	1,338	1,338
	<b>432,517</b>	<b>432,517</b>

**8. Independent examiner's remuneration**

The independent examiner's remuneration amounts to an independent examiner fee of £3,240 (2020 - £3,240), and reimbursed trustee expenses of £ - (2020 - £360).

**9. Staff costs**

	2021 £	2020 £
Wages and salaries	<b>223,316</b>	253,957
Social security costs	<b>17,330</b>	19,030
Contribution to defined contribution pension schemes	<b>3,287</b>	3,624
	<b>243,933</b>	276,611

**Cheam Priory Day Centre**  
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**Notes to the financial statements**  
**For the year ended 31 March 2021**

**9. Staff costs (continued)**

The average number of persons employed by the charity during the year was as follows:

	<b>2021</b>	2020
	<b>No.</b>	No.
Average monthly number of employees	<b>12</b>	14

No employee received remuneration amounting to more than £60,000 in either year.

Remuneration of key management personnel for the year consisted of wages and salaries of £49,490 (2019: £49,490) and social security costs of £5,462 (2019: £5,667).

**10. Trustees' remuneration and expenses**

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, expenses totalling £NIL were reimbursed or paid directly to Trustee (2020 - £360 to 5 Trustees). The expenses related to travel costs and reimbursed for a board away day.

**Cheam Priory Day Centre**  
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**Notes to the financial statements**  
**For the year ended 31 March 2021**

**11. Tangible fixed assets**

	Long-term leasehold property £	Motor vehicles £	Fixtures and fittings £	Office equipment £	Total £
<b>Cost or valuation</b>					
At 1 April 2020	45,850	52,705	19,460	31,095	149,110
At 31 March 2021	45,850	52,705	19,460	31,095	149,110
<b>Depreciation</b>					
At 1 April 2020	20,693	27,780	18,131	26,294	92,898
Charge for the year	3,600	12,520	(2,245)	1,491	15,366
At 31 March 2021	24,293	40,300	15,886	27,785	108,264
<b>Net book value</b>					
At 31 March 2021	21,557	12,405	3,574	3,310	40,846
At 31 March 2020	25,157	24,925	1,329	4,801	56,212

The net book value of assets held under finance leases or hire purchase contracts included above, are held in motor vehicles with net book value of £nil (2020: £10,964)

**12. Stocks**

	2021 £	2020 £
Finished goods and goods for resale	782	782

**13. Debtors**

	2021 £	2020 £
<b>Due within one year</b>		
Trade debtors	27,246	26,330
Other debtors	201	367
Prepayments and accrued income	13,721	318
	41,168	27,015

**Cheam Priory Day Centre**  
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**Notes to the financial statements**  
**For the year ended 31 March 2021**

**14. Creditors: Amounts falling due within one year**

	<b>2021</b>	2020
	<b>£</b>	£
Trade creditors	<b>14,047</b>	3,027
Obligations under finance lease and hire purchase contracts	<b>834</b>	8,867
Other creditors	<b>1,335</b>	519
Accruals and deferred income	<b>17,152</b>	16,804
	<b>33,368</b>	29,217
	<b>2021</b>	2020
	<b>£</b>	£
<b>Deferred income</b>		
Resources deferred during the year	<b>10,964</b>	10,964
Amounts released from previous periods	<b>(10,964)</b>	(10,964)
	<b>-</b>	-

**15. Creditors: Amounts falling due after more than one year**

	<b>2021</b>	2020
	<b>£</b>	£
Net obligations under finance lease and hire purchase contracts	<b>-</b>	764

**Cheam Priory Day Centre**  
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**Notes to the financial statements**  
**For the year ended 31 March 2021**

**16. Statement of funds**

**Statement of funds - current year**

	<b>Balance at 1 April 2020 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers in/out £</b>	<b>Balance at 31 March 2021 £</b>
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Designated Funds - all funds	<b>56,383</b>	-	-	<b>15,937</b>	<b>72,320</b>
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>General funds</b>					
General Funds - all funds	<b>40,311</b>	<b>375,318</b>	<b>(360,173)</b>	<b>(15,937)</b>	<b>39,519</b>
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Unrestricted funds</b>	<b>96,694</b>	<b>375,318</b>	<b>(360,173)</b>	<b>-</b>	<b>111,839</b>
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Designated funds represent amounts allocated by the trustees towards replacing fixed assets					
<b>Restricted funds</b>					
Magic Table Fund	-	<b>2,852</b>	-	-	<b>2,852</b>
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total of funds</b>	<b>96,694</b>	<b>378,170</b>	<b>(360,173)</b>	<b>-</b>	<b>114,691</b>
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

Magic Table Fund, this is a collection donations from families to be used to help clients suffering with dementia.

**Cheam Priory Day Centre**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 March 2021**

**16. Statement of funds (continued)**

**Statement of funds - prior year**

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Designated Fund	40,958	-	-	15,425	56,383
<b>General funds</b>					
General Fund	68,582	419,671	(432,517)	(15,425)	40,311
<b>Total Unrestricted funds</b>	<b>109,540</b>	<b>419,671</b>	<b>(432,517)</b>	<b>-</b>	<b>96,694</b>

**17. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	<b>Unrestricted funds 2021 £</b>	<b>Restricted funds 2021 £</b>	<b>Total funds 2021 £</b>
Tangible fixed assets	40,846	-	<b>40,846</b>
Current assets	104,361	2,852	<b>107,213</b>
Creditors due within one year	(33,368)	-	<b>(33,368)</b>
<b>Total</b>	<b>111,839</b>	<b>2,852</b>	<b>114,691</b>

**Cheam Priory Day Centre**  
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**Notes to the financial statements**  
**For the year ended 31 March 2021**

**17. Analysis of net assets between funds (continued)**

**Analysis of net assets between funds - prior year**

	Unrestricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	56,212	56,212
Current assets	70,463	70,463
Creditors due within one year	(29,217)	(29,217)
Creditors due in more than one year	(764)	(764)
<b>Total</b>	<b>96,694</b>	<b>96,694</b>

**18. Pension commitments**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £3,287 (2020 - £3,624). Contributions totalling £nil (2020 - £nil) were payable to the fund at the balance sheet date and are included in creditors.

**19. Operating lease commitments**

The charity is currently in the process of agreeing a new lease. Whilst the annual rent and term of the lease have not yet been formally agreed, the charity expects to have a minimum annual commitment of £33,000 for a period of at least 4.5 years from the balance sheet date, giving a minimum total commitment of £147,641

**20. Related party transactions**

The charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the charity at 31 March 2021.