

**ANNUAL REPORTS AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST DECEMBER 2023**

**THE STAINES PARISH  
COMMUNITY CARE  
TRUST (DAYBREAK)**

**CHARITY REGISTRATION No: 1131827**

Independent Examiners Ltd  
Unit 2, The Broadbridge Business Centre  
Delling Lane  
Bosham  
West Sussex  
PO18 8NF

# **THE STAINES PARISH COMMUNITY CARE TRUST (DAYBREAK)**

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**THE STAINES PARISH COMMUNITY CARE TRUST (DAYBREAK)**

**LEGAL AND ADMINISTRATIVE INFORMATION**

<b>CHARITY NUMBER</b>	1131827
<b>START OF FINANCIAL YEAR</b>	1st January 2023
<b>END OF FINANCIAL YEAR</b>	31st December 2023
<b>TRUSTEES AT 31ST DECEMBER 2023</b>	Kim Jane Lansdowne Janet Patricia Matthews Janet Elizabeth Cambray Trudy Girdler The Venerable Richard Stephen Frank Rev Jonathan Aptin Samadi Dr Mobin Salahuddin Sinead Mooney Mr John O'Hara Geraldine Rita Forster
<b>GOVERNING INSTRUMENT</b>	TRUST DEED DATED 10 SEPTEMBER 2008
<b>OBJECTS</b>	THE TRUSTEES SHALL HOLD THE TRUST FUND AS TO BOTH CAPITAL AND INCOME UPON TRUST AND MAY APPLY THE SAME AT ANY TIME AND FROM TIME TO TIME AS THEY SHALL IN THEIR ABSOLUTE DISCRETION DECIDE IN FURTHERING THE FOLLOWING OBJECTS: (A) TO PROVIDE SPECIALIST CARE AND SUPPORT TO PEOPLE IN THE COMMUNITY SUFFERING FROM LONG-TERM ILLNESSES, CHRONIC AND OR OTHER CONDITIONS, DISABILITIES AND OR MENTAL HEALTH PROBLEMS; (B) TO ASSIST WITH THE REHABILITATION AND ASSESSMENT OF THOSE RETURNING HOME FOLLOWING HOSPITAL CARE; AND (C) TO SUPPORT, ADVISE AND PROVIDE RESPITE FOR CARERS
<b>REGISTERED ADDRESS</b>	Peterhouse 14 Thames Side Staines-Upon-Thames TW18 2HA
<b>PRIMARY BANKERS</b>	128 High Street Slough Berkshire SL1 1JF
<b>INDEPENDENT EXAMINER</b>	Lomax Pavey Independent Examiners Ltd Unit 2, Broadbridge Business Centre Delling Lane Bosham West Sussex PO18 8NF

## **THE STAINES PARISH COMMUNITY CARE TRUST (DAYBREAK)**

### **TRUSTEES REPORT FOR THE YEAR ENDED 31ST DECEMBER 2023**

The Trustees present their annual report for the year ended 31st December 2023.

#### **Structure Governance and Management**

The charity is governed by its trust deed dated 10th September 2008 and registered as a charity from 25th September 2009 as an unincorporated association. It is run by its Trustees, who numbered 10 at the date of this report and who have been recruited and appointed in the light of their particular skills and abilities, having regard to the charitable objects of the trust.

#### **Financial Review**

All reserves are unrestricted funds and it is intended that they should represent a minimum of anticipated expenditure for the next twelve months. Operating activities, including grants and donations, have resulted in a surplus of £10,754.00 for the year. No funds or assets are held as a custodian trustee.

#### **Public Benefit, Objects and Achievements**

The Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Commission in exercising their powers or duties.

The Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Commission in exercising their powers or duties. This is demonstrated by the charitable objects of the charity, namely to provide specialist care and support to all people in the community, particularly those suffering from long term or chronic illnesses and disabilities and respite for their carers.

The charity provides full day care for up to twenty-four such persons and their carers, on a Tuesday, at its premises in St. Peters' Church Hall, Staines. Its work is very much appreciated by all concerned.

**THE STAINES PARISH COMMUNITY CARE TRUST (DAYBREAK)**

**TRUSTEES REPORT  
FOR THE YEAR ENDED 31ST DECEMBER 2023**

**Trustees Responsibilities**

The Charities Act 2011 requires the trustees to prepare financial statements for each financial year which gives a true and fair view of the state of affairs of the trust and of the surplus of the trust for that period. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue in existence.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 11/7/24

Signed on their behalf by Geraldine R. Foster

GERALDINE R. FOSTER.

Signature:

## INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/members of The Staines Parish Community Care Trust (Daybreak) on the accounts for the year ended 31st December 2023 set out on pages 7 to 10.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention

### Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....  
Lomax Pavey  
Independent Examiners Ltd  
Unit 2, The Broadbridge Business Centre  
Delling Lane  
Bosham  
West Sussex  
PO18 8NF

**THE STAINES PARISH COMMUNITY CARE TRUST (DAYBREAK)**

**STATEMENT OF RECEIPTS AND PAYMENTS  
FOR THE YEAR ENDED 31ST DECEMBER 2023**

	<b>Notes</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>TOTAL 2023 £</b>	<b>TOTAL 2022 £</b>
<b>RECEIPTS</b>	<b>2</b>	35,839	-	35,839	22,868
<b>TOTAL RECEIPTS</b>		<b>35,839</b>	<b>-</b>	<b>35,839</b>	<b>22,868</b>
<b>PAYMENTS</b>	<b>3</b>	25,085	-	25,085	24,533
<b>TOTAL PAYMENTS</b>		<b>25,085</b>	<b>-</b>	<b>25,085</b>	<b>24,533</b>
<b>NET RECEIPTS/(PAYMENTS)</b>		<b>10,754</b>	<b>-</b>	<b>10,754</b>	<b>(1,665)</b>
Total Funds Brought Forward		14,027	-	14,027	14,526
Opening Balance Restatement		-	-	-	1,165
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>24,781</b>	<b>-</b>	<b>24,781</b>	<b>14,027</b>

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 9 to 10 form part of these financial statements.

**THE STAINES PARISH COMMUNITY CARE TRUST (DAYBREAK)**

**STATEMENT OF ASSETS AND LIABILITIES  
FOR THE YEAR ENDED 31ST DECEMBER 2023**

<b>ASSETS</b>	<b>Note</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total 31-Dec-23 £</b>	<b>Total 31-Dec-22 £</b>
<b>Cash Funds:</b>					
Cash at Bank and in Hand		24,781	-	24,781	14,027
<b>Total Assets</b>		<b>24,781</b>	<b>-</b>	<b>24,781</b>	<b>14,027</b>
<b>LIABILITIES</b>					
Independent Examiners		707	-	707	-
		<b>707</b>	<b>-</b>	<b>707</b>	<b>-</b>

**TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS**

Charity Law requires the Trustees to prepare accounts for each financial period which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 7 and 8.

Approved by the Trustees on 11/7/24

Signed on their behalf by Geraldine R. Forster

GERALDINE R. FORSTER

Signature:



# THE STAINES PARISH COMMUNITY CARE TRUST (DAYBREAK)

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2023

### 1. BASIS OF ACCOUNTING

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements.

### 2. RECEIPTS

	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
Grants and Donations	12,367	-	12,367	6,511
Fundraising Income	4,009	-	4,009	1,131
Guests' Contributions	19,314	-	19,314	15,207
Bank Deposit Interest	149	-	149	19
	<b>35,839</b>	<b>-</b>	<b>35,839</b>	<b>22,868</b>

### 3. PAYMENTS

	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
Wages and Salaries	15,045	-	15,045	15,266
Pension Costs	527	-	527	601
Payroll and Pension Admin Costs	552	-	552	432
Staff Training	-	-	-	174
Hall Rent and Heating Costs	589	-	589	150
Fundraising Costs	-	-	-	202
New Equipment	1,384	-	1,384	252
Insurance	594	-	594	560
Repairs and Maintenance	-	-	-	-
Postage, Stationary and Telephone	40	-	40	159
Computer Costs	-	-	-	-
Guests Entertainment	712	-	712	310
Lunches and Refreshments	5,045	-	5,045	5,933
Kitchen and Medical Supplies	26	-	26	21
Sundry Expenses	427	-	427	364
Bank Charges	144	-	144	109
Independent Examiner's Fees	-	-	-	-
	<b>25,085</b>	<b>-</b>	<b>25,085</b>	<b>24,533</b>

**THE STAINES PARISH COMMUNITY CARE TRUST (DAYBREAK)**

**NOTES TO THE ACCOUNTS (continued)  
FOR THE YEAR ENDED 31ST DECEMBER 2023**

<b>4. CASH AT BANK IN HAND</b>	Unrestricted Funds £	Restricted Funds £	<b>TOTAL 2023 £</b>	<b>TOTAL 2022 £</b>
Savings Account	9,718	-	9,718	9,569
Current Account	14,930	-	14,930	4,231
Cash in Hand	132	-	132	227
	<b>24,781</b>	<b>-</b>	<b>24,781</b>	<b>14,027</b>

**5. RESTRICTED FUNDS**

The Charity held no restricted funds during this or the previous financial period.

**6. PAYMENTS TO TRUSTEES AND OTHER RELATED PARTIES**

No payments were made to trustees or any persons connected with them during this financial year. No other material transaction took place between the organisation and a trustee or anyone connected with them.

**7. RESTATEMENT OF PRIOR YEAR FIGURES**

The figures from the 2022 accounts have been restated to reflect the change from Accruals accounts to Receipts and Payments accounts. The effect on the balances as at 31st December 2022 are as follows.

	General Funds £	Restricted Funds £	<b>TOTAL 2022 £</b>
Bank balances as previously stated	14,027	-	14,027
Creditors as previously stated	(1,165)	-	(1,165)
<b>Funds as previously stated</b>	<b>12,862</b>	<b>-</b>	<b>12,862</b>
Exclusion of Creditors	(1,165)	-	<b>(1,165)</b>
<b>Total Assets as Restated</b>	<b>14,027</b>	<b>-</b>	<b>14,027</b>