



WINTON HOUSE CENTRE

RUN BY THE COMMUNITY FOR THE COMMUNITY

Report of the Directors & Trustees

Unaudited Financial Statements

for the year ended

30 September 2022

18 High Street, Petersfield, Hampshire GU32 3JL

Registered Charity No: 1140306

Company Limited by Guarantee

Registered in England No: 07517789

WINTON HOUSE CENTRE

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FOR THE YEAR ENDED 30 SEPTEMBER 2022**

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WINTON HOUSE CENTRE

COMPANY INFORMATION FOR THE YEAR ENDED 30 SEPTEMBER 2022

PRESIDENT	Mrs J M Perry MBE	
VICE PRESIDENT	R M C Venables	(appointed October 2021)
DIRECTORS & TRUSTEES who have held office during the period from 1 October 2021 to the date of this Report	Mrs K Betancourt-Jess	(appointed February 2022) (resigned August 2022)
	C J Bevan	
	N S Challen	(resigned August 2022)
	Mrs J L Coninx	(resigned January 2022)
	Mrs S J Crawford	(appointed January 2022)
	C R Golding	
	Mrs A J Greenlee	
	J R Leete	(resigned January 2022)
	Mrs J Mackarness	
	Mrs J C Tickner	
	Mrs N A Winter	
STAFF Centre Manager	Ms S E Moss	
Finance Administrator	J W Cleverly ACIB	
Asst Finance Administrator	Miss K A Hithersay	
Housekeeper	Mrs P A Johnson	(retired December 2021)
RETAINED BUILDING ADVISER	P Wiltshire MRICS	(resigned December 2022)
	P Newman MRICS	(appointed December 2022)
REGISTERED OFFICE & PRINCIPAL OFFICE	Winton House 18 High Street Petersfield Hampshire GU32 3JL	
REGISTERED NUMBER	07517789 (England and Wales)	
REGISTERED CHARITY NUMBER	1140306	
ACCOUNTANTS	Sheen Stickland 77 Station Road Petersfield Hampshire GU32 3FQ	

**WINTON HOUSE CENTRE
REPORT OF THE DIRECTORS AND TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

The Directors present their Report with the Financial Statements of the Company for the year ended 30 September 2022.

INCORPORATION

Winton House Centre is a Company Limited by Guarantee (No: 07517789) and the governing instrument is its Memorandum and Articles of Association. The Company was incorporated on 4 February 2011 and effectively began operations on 1 April 2011. The Trustees are Directors of the Company. It is also a Registered Charity No: 1140306.

PRINCIPAL ACTIVITY

Current structure

Winton House Centre currently has 7 Trustees.

Particulars of the Trustees who served during the year are given on Page 1.

Joyce Perry is the President and Robert Venables is Vice President.

Apart from August, the Trustees met monthly as a Board of Trustees. The President, Vice President, Centre Manager and Finance Administrator are invited, and the retained Building Adviser also attends as required. There is a Chairman and Hon. Treasurer; the Finance Administrator carries out the secretarial function. The Board has four committees: Buildings & Finance; Governance & Compliance; Personnel; Public Relations. Their meeting times are variable.

Recruitment of Trustees

From time to time, Winton House Centre needs new Trustees. Potential applicants receive an induction pack that includes the Charity Commission Guide for Trustees, the latest Annual Report and Accounts, our Memorandum and Articles of Association (governing document), The Board and Committee Structure, Our Values and Notes on the Role and Qualities required of Trustees. There is an informal interview and then a selection process including vetting as necessary; two references are required. If appropriate, a new Trustee will be allocated a mentor for his/her first six months.

Staff and Volunteers

Centre Manager (18 hours per week), Finance Administrator (14 hours), Assistant Finance Administrator (16 hours) and Housekeeper (14 hours) (until December 2021). There are also some 80 volunteers from the town and surrounding area who give their time and their skills to help others, to staff the Pop-In Tea Room and the Office, to assist with the maintenance of the building and garden, and to support other activities undertaken by the Centre.

Charitable Objects

(1) The provision of facilities in the area of benefit for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of those individuals
and

(2) The promotion of the voluntary sector for the public benefit in the area of benefit. For the purposes of this clause "the voluntary sector" means charities and voluntary organisations. Charities are organisations which are established exclusively for charitable purposes in accordance with the laws of England and Wales and "voluntary organisations" means independent organisations which are established for purposes that add value to the community as a whole, or a significant section of the community, and which are not permitted by their constitution to make a profit for private distribution, but do not include local government or other statutory authorities.

WINTON HOUSE CENTRE
REPORT OF THE DIRECTORS AND TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2022 *(continued)*

How do we achieve these?

Sadly, our normal activities continued to be affected by the various coronavirus (COVID-19) restrictions up until early 2022.

- We run a daily Pop-In Tea Room from 10:00 am to 1:30 pm Monday to Friday, staffed entirely by volunteers, that offers a safe and secure meeting place on the High Street where people can find friendship and support. We aim to provide good, wholesome food at low prices and we have many regular visitors. The Pop-In held an “Excellent” rating for Food Hygiene from East Hampshire District Council and all the volunteers receive accredited Food Hygiene training in house in order to keep costs down. It is used as the ‘pick up’ and ‘drop off’ point for the local Age Concern minibus each week. Groups also meet regularly in the Tea Room.
- We maintain an Information Desk that is staffed by volunteers from 9:30 am to 3:30 pm Monday to Friday. We have a data bank of information for the use of members of the public and we can refer enquirers to other charities and voluntary organisations as their needs require.
- We host Petersfield Voluntary Care Group who arrange transport for people in need e.g. to take them to GP or hospital appointments. Our volunteers take details of all the requests for help and for transport and we act as a collection and delivery point for volunteer drivers. Behind each request there is a human story; many callers have particular concerns or worries, and our volunteers are trained to listen, respond with patience and give people the time they need. It is plain from the comments of callers that this service is seen as essential to many people and widely appreciated.
- We also host Age Concern, Petersfield and District. We let enquirers know about local Age Concern services and an Age Concern representative can always be contacted to provide further information.
- We provide an annual schedule of Outings for the Over 65s. Many older people in the town may not be able to get out to meet other people, socialise or even go shopping. This programme is designed for them, and we are able to take up to 10 people at a time, with support from our volunteers.
- We offer a central meeting place for use by individuals and local voluntary groups. They can meet together, hire rooms or a wide range of resources and use our facilities. We also host local charity Home-Start Butser which supports families with young children. Many voluntary groups hold their meetings here or hire rooms on an ad hoc basis. We also provide support in other ways: the Pop-In Tea Room is available for hire on Saturday mornings for fundraising events; groups can have a photocopying account with us, or purchase stationery in bulk at cost prices; we help some groups to set themselves up by providing reduced room hire rates for a period of time until they become established; we promote the work of groups by having their leaflets and posters on display; we offer a postal address. We really do believe that as we help other charities and voluntary groups to meet their aims, we are achieving our own.
- We continue to offer monthly bingo sessions through the year. We have to make a very small nominal charge for transport (provided by the Age Concern minibus) and the prizes are extremely modest, but the emphasis is on socialising and meeting friends. As one member said, ‘it gets me out of the house especially on dark winter days and we have a good time’.
- We offer a monthly “Memory Café” which welcomes those living with dementia and their carers to a friendly afternoon of activities which is enjoyed by all.
- We aim to be a focal point for voluntary activity in the town, including giving youngsters over 16 experience of voluntary service (e.g. in the Pop-In Tea Room) and we support volunteers with learning disabilities.
- We work with voluntary groups in the town to encourage and provide information about services in the area. In addition to welcoming groups to use Winton House as a base on, say, their charity collection days, we try to play a full role in town activities during the year. We take part in the various Petersfield Town festivities by opening the Tea Room and sometimes running an outside stall offering books, plants, toys and the like.

**WINTON HOUSE CENTRE
REPORT OF THE DIRECTORS AND TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2022 (continued)**

Chairman's Report 2022

During the year we welcomed Sue Crawford and Karen Betancourt-Jess as new trustees. However soon after joining Karen experienced an increase in her professional commitments and sadly decided to relinquish her trusteeship. During her brief period as a trustee Karen initiated a survey of local institutions and charities to try and establish priority areas where the Centre could expand its future activities. The results are still being analysed but indicate that there are potential new areas of activity to develop. Neil Challen and John Leete also resigned as trustees during the year, having served a full term of eight years. Both made major contributions to the activities and operations of the Centre and are greatly missed. Janet Coninx also resigned having served for over ten years, but we are pleased that she retains her connection with the Centre as a Volunteer.

The number of visitors to the renovated and modernised Pop-In, continues to increase, and the new menu is proving popular. However, a shortage of volunteers has limited the number of hours the Pop-In can open. As agreed in 2021 we advertised for a part-time manager, but there were few applicants, and the selected candidate turned down the job offer. At the time the post was advertised many employers, across a wide range of sectors, were finding it difficult recruit staff.

In June 2022, the Board resumed meeting in person rather than on-line.

During the year there were lengthy discussions with the Petersfield Voluntary Care Group (PVCG) leading to the signing of a new agreement between PVCG & WHC together with a revision of the costs for services provided by WHC.

During the year it was agreed to merge the Buildings and Finance Committees, given that the main expenditure of WHC is on its Grade II listed building.

OUR MISSION

Winton House Centre is a charitable facilitator which exists to help the people of Petersfield and the surrounding area by providing facilities for social interaction, both directly and indirectly, and by supporting other charities.

The Trustees have complied with their duty in Section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

Charles Bevan

Centre Manager's Report

Office The office remained open throughout for Petersfield Voluntary Care Group, Age Concern, room bookings and our advice and support services. Winton House Centre (WHC) moved into the new era, with a new till and contactless payments accepted.

Pop-In Community Café opened fully in September 2021, once again providing a hot snack menu. However sadly closing for lockdown in December. Re-opening in January for which many of the Pop-In regulars were delighted.

Over 65's Outings

Outings, including visits to Stansted House, Southsea Rose Garden & Bosham, were fully booked.

A summer party was held to include WHC, Age Concern Petersfield outings members and WHC Bingo members. The party's activities included 'pass the parcel' with prizes of wine and gin mini bottles, and a quiz took place. We now have our own minibus driver and use of the Age Concern minibus.

Anniversary Open Day September 2022

Held belatedly due to Covid 19 to celebrate the following milestones –

- 100 years as a community building
- 40 years since Petersfield Voluntary Centre moved in
- 10 years since the charity Winton House Centre was formed.

All groups based at WHC were invited to be present, and a summary of the history of Winton House was given by Charles Bevan. The event was well attended.

Social media

We have continued to update both WHC web site and Facebook with news and information.

**WINTON HOUSE CENTRE
REPORT OF THE DIRECTORS AND TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2022 (continued)**

Centre Manager's Report (continued)

Volunteers

Recruitment of new volunteers has been challenging, however the year ended with many new both Pop-In and Office volunteers.

Ric Girdlestone - retired chair of Winton House Centre

Ric sadly passed away. He had been chair of WHC for 9 years and he enabled the formation of WHC. In his memory, a garden bench has been donated, and at the gathering to inaugurate it, Charles Bevan gave a summary of Ric's time as chair of WHC and of his many contributions to the charity. Pimm's, tea and cakes were served. Djihan Girdlestone, his widow, said "It was a good occasion to meet up with old friends and colleagues".

Training

WHC facilitated a Trustee training day in partnership with Community First Wessex.

Charities that WHC engaged with were invited to send delegates, and Home-Start Butser, John Goodyer Trust, Petersfield Voluntary Care Group and Willow Almshouses all participated.

An informative day and excellent feedback for both venue and lunch. Another to be held in 2022/3.

Staff

We sadly said goodbye to Ann Johnson, our Housekeeper, in December who had been a stalwart of Winton House Centre for so many years. We wished her well in her retirement although her leaving party was postponed due to Covid-19. Ann was awarded the Petersfield Town Council Award for Services to Petersfield by the Mayor, Cllr Phil Shaw who presented it to her at the reconvened leaving party in March.

Graham Wey joined the team as part time cleaner

Contract cleaners were also appointed.

Fundraising

A successful Bridge Lunch was held in July, a key event in the Petersfield Bridge world. It was supported by many volunteers and included a wonderful lunch.

Funds raised were used to purchase glasses for future events and cutlery for the Pop-In Tea room.

Partnership/ Collaboration projects

Petersfield Climate Action Group (PeCAN)

We teamed up with PeCAN for the following activities :-

Christmas Present Exchange

100's of unwanted gifts were left for exchange vouchers issued to reclaim a wanted gift. Followed by a very busy Saturday when the vouchers were exchanged, with any unwanted gifts donated to Home-Start Butser and Age Concern Petersfield.

Petersfield Toy Swop July 2022

In July, unwanted toys were donated and a voucher issued. Over 150 toys were exchanged as parents and children took part in a toy swop.

The remaining toys were sold for funds for Home-Start on Sunday at Petersfield Festivities.

Petersfield Arts and Crafts Society (PACS) began a partnership with WHC in January 2022.

PACS would provide an art display twice a year to WHC Pop-In. Art work would be ideally representative of, or inspired by, some aspect of Petersfield.

Rural Refugee Network (RRN) and Age Concern Petersfield

Afghanistan refugees

We facilitated two picnics on Petersfield Heath for Afghan refugees.

The families with children aged 3 months to 17 years enjoyed the wonderful play facilities on the Heath and took advantage of the pedalos on the lake. The picnic ranged from English apple cake to an Afghani spicy rice dish. Families had not met before and delighted in being able to chat with others from their country, they shared phone numbers, and began a support to each other. RRN staff and volunteers were able to provide individual support to parents.

**WINTON HOUSE CENTRE
REPORT OF THE DIRECTORS AND TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2022 (continued)**

Centre Manager's Report (continued)

Charity Walk

Staff and volunteers of WHC and Age Concern Petersfield took part in the Charity Walk for Peace in the Hogmoor Inclosure in Whitehill & Bordon. Funds were raised for local charities including Age Concern Petersfield.

Macmillan Coffee Morning

Once again, we opened the Pop-In for the coffee morning in partnership with Age Concern Petersfield.

Sarah Moss

Garden

This year the weather seemed to be against us, weeks when it was too hot for gardening and constant watering required then followed by constant rain when it was then too wet to be in the garden. Petersfield in Bloom returned to its normal format, and I am pleased to say we won gold. My special thanks must go to the garden volunteers: - Jenny Tickner, Pat Elliot, Denis Lee, Diana Clapperton, Ann Johnson, Gregory Barbosa-Souza, and Kate Wilcox. Unfortunately, the week of the competition I went down with Covid and was unable to help but knew I could rely on the team and what a good job they did. When the weather was dry the garden proved a popular place for people to enjoy tea, cake, and pleasant surroundings.

Janet Coninx

Personnel

There have been several changes in our Board of Trustees. Janet Coninx resigned in January but remains a volunteer in the Office and in charge of the Garden. John Leete also resigned in January but has continued to work as our caller at the Bingo afternoons and supplying entertaining quizzes. We marked their departure with a lunch at the Half Moon to say thank you to them and their spouses who have also helped the charity. Neil Challen resigned in August after serving eight years. We welcomed Sue Crawford onto the Board in January.

With sadness and appreciation, we said goodbye to Ann Johnson when she retired in 2021. Ann had worked for the charity since its founding and for many years for Petersfield Voluntary Centre that pre-dated it. A party was held in the Pop In during which the Town Mayor Phil Shaw gave Ann the Town Mayor's Community Award and medal for her work for Petersfield. We have missed all she did behind the scenes but are glad she has remained as a garden volunteer.

We are gradually building up our volunteer numbers with some working in the Office and more in the Pop In.

Public Relations

On July 22 we held our first fundraising event since 2019 when the Bridge lunch took place. We restricted table numbers to 10, with David Kidd selling them to the bridge community. He ran the bridge part of the day whilst Jenny Tickner headed up the catering team, with Jean Simpson in charge of the salmon and several other dishes. Jean Mackarness proved invaluable in the kitchen and the lunch was declared as good as ever.

Our other major event was the Open Day on 24th September to mark several anniversaries, a hundred years since Winton House was purchased as a building for community use, forty years since Petersfield Voluntary Centre moved in as tenants on the ground floor and over ten years since the foundation of the existing charity Winton House Centre. Joyce Perry, our President and a founding member of Petersfield Voluntary Centre received thanks from Phil Shaw of the Town Council and Petersfield Voluntary Care Group. We were able to feature the work of the main charities we support, Age Concern, Home-Start Butser and PVCG who were joined by other charities who use our premises. Thanks go in particular to Jenny Tickner for putting together a display on the history of Winton House.

**WINTON HOUSE CENTRE
REPORT OF THE DIRECTORS AND TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2022 (continued)**

Memory Café

Our Memory Café has met every month with some sessions being held in the garden. We have enjoyed craft sessions, tastings and games and together provided a display of angels for the Pop-In over Christmas. On 8th April we took part in the Dementia Festival held at the Town Hall. The Memory Café was recreated in the Rose Room where spring craft activities took place and home-made cakes were served.

Bingo

Over the year our monthly bingo sessions have proved more and more popular. John Leete has been our principal caller with Bernard Seaburg supporting. We have welcomed people living with dementia who can join in the fun.

Helping Ukrainians

Winton House participated in the planning of help to be offered to Ukrainian refugees. Initially this was just on a one-to-one basis with individuals but following on from input from Rural Refugee Network, 'Conversation and Cake' was offered at Winton House from May until the end of July. Cakes were donated and coffee and tea served in the Pop-In or the garden on Monday afternoons. Hilary Wright from RRN and other volunteers welcomed Ukrainians and it proved a useful meeting place for newcomers.

Amanda Greenlee

Buildings & Flats

In June 2022, COH Chartered Building Surveyors were commissioned to produce a 'Planned Maintenance Schedule' in order that Trustees are better informed to agree action to maintain the fabric of our Grade II listed building. The report is now being considered by the Board, with further input from specialists in hand. It is clear that a programme of ongoing maintenance will be required.

Finance

The period covered by the financial accounts ended 30 September 2022 was one of recovery following the disruption caused by the Covid-19 pandemic. Although not back to pre-pandemic levels, income from room hire charges and Pop-In sales saw a marked increase when compared to the previous year. Winton House Centre continued to benefit from stable rental income from our flats and offices.

Although total expenditure was lower than had been forecast at the start of the year, this was largely due to our lack of success in recruiting an additional member of staff to manage the Pop-In.

Investment Policy

In accordance with its Articles of Association, Winton House Centre (WHC) has power to deposit or invest funds and the Trustees have adopted the Investment Policy outlined below -

The purpose of this investment policy is to yield the best financial return on our investments which can then be spent on furthering the WHC's charitable Objects but doing so within a level of risk considered to be acceptable by the Trustees.

The Trustees will exercise care when making investment decisions and only choose investments that are right for WHC. In coming to decisions, they will consider short and long term financial commitments as well as anticipated income and include immediate financial needs, future spending commitments, longer term organisational objectives, past patterns of expenditure, and future unplanned changes that may impact upon the charity such as the wider economic and financial outlook as well as potential costs arising from our stewardship of a Grade II listed building.

**WINTON HOUSE CENTRE
REPORT OF THE DIRECTORS AND TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2022 (continued)**

The investment objectives are twofold –

- For the short term, to invest in a bank deposit account. This provides instant access to meet the daily needs of the charity albeit at a relatively low rate of interest.
- For the medium to longer term: to invest in an Investment Fund that offers two elements: Distribution/Income which pays out quarterly and is important in the normal operation of the charity; and Capital Appreciation/Growth which aims to ensure that the value of the investment is maintained and enhanced.

The investment policy will be managed by the Finance Committee which is accountable to the Board of Trustees. Its role is advisory and aims to –

- Oversee the investments
- Recommend benchmarks and targets by which performance will be judged and review these during each financial year.
- Report to the Board as necessary and at least once every year.

The Board of Trustees will review the Investment policy annually to assess the performance of the investments and to make any changes that may be deemed necessary. Investment decisions will be taken collectively by the Trustees and recorded in writing.

The Policy was re-confirmed on 9th March 2021. The policy was not reviewed during the year and it will be considered at the next meeting of the Building & Finance Committee.

Reserves Policy

Having taken account of the increasing costs associated with maintaining a Grade II listed property, the Trustee Board has determined that the Charity will maintain reserves as follows:

- **Emergency Property Reserve:** £100,000 to cover significant repairs, e.g. the roof.
- **General Property Reserve:** £50,000 to accommodate ongoing repairs and refurbishment.
- **General Operational Reserve:** £60,000 to cover 6 months' operational expenditure together with unexpected day-to-day costs, e.g., long-term staff sickness, insurance policy excesses or to fulfil contractual obligations.

The Building & Finance Committee, reporting to the Board of Trustees, will be responsible for monitoring the reserves policy and for ensuring that the reserves are maintained at the agreed level. The Board of Trustees will review the policy annually.

Date approved 12 July 2022.

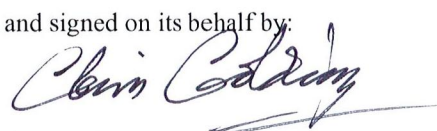
Chris Golding

This Report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Board on 14 April 2023


C J Bevan
Director and Chairman

and signed on its behalf by:



C R Golding
Director and Treasurer

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WINTON HOUSE CENTRE

I report on the accounts of the company for the year ended 30 September 2022 that are set out on pages 9 to 15.

Respective responsibilities of Trustees and Examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of the Independent Examiner's statement

My examination was carried out in accordance with the 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 material matters have come to my attention which gives me reasonable cause to believe that, in any material respect:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I 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.



David Sanders BA(Hons) FCA BFP
Chartered Accountant
Sheen Stickland
The Engine House
77 Station Road
Petersfield
Hampshire
GU32 3FQ

Date 12/05/2023

WINTON HOUSE CENTRE

**COMBINED STATEMENT OF FINANCIAL ACTIVITIES
AND INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

	Notes	2021/22			2020/21		
		Unrestricted Funds	Restricted Funds	Total	Unrestricted Funds	Restricted Funds	Total
INCOME		£	£	£	£	£	£
Donations	6	2,924		2,924	2,801		2,801
Grants – East Hampshire D C	7				17,907		17,907
Income from Charitable Activities	8	32,594	281	32,875	16,557	973	17,530
Income from Activities for Generating Funds -							
i) Rent from letting of Flats		54,050		54,050	49,564		49,564
ii) Fundraising Events and Coffee Mornings		1,551		1,551	19		19
Investment Income	9	9,662		9,662	9,310		9,310
TOTAL INCOME		100,781	281	101,062	96,158	973	97,131
EXPENDITURE							
Costs of Charitable Activities	10	92,962	229	93,191	126,084	118	126,202
Costs of Generating Funds -							
i) Expenditure on Flats to let		11,167		11,167	7,232		7,232
ii) Fundraising Events and Coffee Mornings		1,361		1,361	415		415
TOTAL EXPENDITURE		105,490	229	105,719	133,731	118	133,849
NET INCOME/(EXPENDITURE)		-4,709	52	-4,657	-37,573	855	-36,718
Unrealised gain on Unlisted Investment					39,415		39,415
Unrealised loss on Unlisted Investments		-20,723		-20,723			
NET MOVEMENT IN FUNDS		-25,432	52	-25,380	1,842	855	2,697
FUND BALANCES BROUGHT FORWARD		1,198,748	7,976	1,206,724	1,196,906	7,121	1,204,027
TOTAL FUNDS		1,173,316	8,028	1,181,344	1,198,748	7,976	1,206,724

The notes form part of these financial statements.

WINTON HOUSE CENTRE

BALANCE SHEET
30 SEPTEMBER 2022

	Notes	2021/22	2020/21
		£	£
FIXED ASSETS			
Tangible Fixed Assets	12	830,000	830,000
Investments	13	324,598	345,321
CURRENT ASSETS			
Debtors	14	9,190	8,490
Cash at bank and in hand		<u>21,693</u>	<u>26,344</u>
		30,883	34,834
CREDITORS			
Amounts falling due within one year	15	<u>4,137</u>	<u>3,431</u>
NET CURRENT ASSETS		26,746	31,403
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,181,344</u>	<u>1,206,724</u>
TOTAL FUNDS			
Unrestricted General Fund	16	970,610	975,319
Restricted Fund	16	8,028	7,976
Unrestricted Fair Value Reserve	16	<u>202,706</u>	<u>223,429</u>
		<u>1,181,344</u>	<u>1,206,724</u>

The Company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2022.

The members have not required the Company to obtain an audit of its financial statements for the year ended 30 September 2022 in accordance with Section 476 of the Companies Act 2006.

The Directors and Trustees acknowledge their responsibilities for:

- ensuring that the Company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of each financial year and of its profit and loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the Company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard 102 (effective January 2019).

The financial statements were approved by the Board of Directors and Trustees on 14 April 2023 and were signed on its behalf by:



C J Bevan – Director and Chairman

C R Golding – Director and Treasurer

The notes form part of these financial statements.



WINTON HOUSE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2022

1. STATEMENT OF COMPLIANCE

Winton House Centre is a Company Limited by Guarantee, and is incorporated in England, company number 07517789. The registered office is Winton House, 18 High Street, Petersfield, Hampshire GU32 3JL. The financial statements are presented in sterling, which is the functional currency of the company, and rounded to the nearest pound.

The Charity is a Public Benefit Entity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

2. ACCOUNTING POLICIES

Accounting convention and basis of preparing the financial statements

These accounts have been prepared using the accruals basis and in accordance with the provisions of the Companies Act 2006 and the Charities Act 2011.

The financial statements have been prepared under the historical cost convention as modified by the revaluation of certain assets and in accordance with the Financial Reporting Standard 102 and the relevant Statement of Recommended Practice: Accounting and Reporting of Charities (effective from 1 January 2019)

Operating Policy

Resources expended are recognised in the period for which they are incurred and are shown inclusive of irrecoverable VAT.

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably.

Grants for day-to-day running of the Charity are treated as income in the year in which they are received.

Expenditure on equipment, fixtures and fittings is written off in the year in which it is incurred.

Tangible assets

Freehold property is held at cost. No depreciation is charged in respect of this building as the Trustees consider any residual valuation is likely to be at least equal to its cost.

Investment Property

Investment property is included at its fair value. Any movement arising from changes in fair value is recognised in the Income and Expenditure Account.

Investments

Investments are stated at market value, with revaluation adjustments being taken to the Income and Expenditure Account.

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 date.

Fund Accounting

The Charity maintains various types of funds as follows :-

a) Restricted Funds

Restricted Funds relate to the Outings for the Over 65s and Resilience Art

b) Unrestricted Funds

General unrestricted funds represent funds which are expendable at the discretion of the Trustees in the furtherance of the objects of the Charity. Such funds may be held in order to finance both working capital and capital investment.

Debtors - Basis of measurement

Rentals	Rentals due to September 2022, invoiced but not paid
Interest	Interest due to September 2022 but not paid until October 2022
Room hire	Bookings to September 2022, invoiced but not paid
Other services provided	Usage to September 2022, invoiced but not paid
Alarm monitoring	Proportion of annual fee paid in advance for October 2022 to March 2023

WINTON HOUSE CENTRE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022 (Continued)

Creditors - Basis of measurement

Flat management fees	Due on rentals for September 2022, not paid until October 2022
Other flats expenditure	Incurred in September 2022, not paid until October 2022
Electricity & Gas	Cost of energy used to 30 September 2022, but not invoiced
Room hire prepaid	Payments received in advance for bookings from October 2022 onwards
Accountancy	Fee for Independent Examination of 2021/22 Accounts
Other services received	Usage to September 2022, invoiced but not paid

Much of the activity of the charity is carried out by Volunteers. This intangible cost is not included in the financial statements as this voluntary contribution to the work of the charity is incalculable.

3. STAFF/ TRUSTEE REMUNERATION, RELATED PARTY/OTHER TRANSACTIONS

Total cost of salaries and wages	£42,996	(2020/21	£40,474)
Employer's pension contributions	NIL	(2020/21	NIL)
<i>All defined contribution pension costs are allocated to the Unrestricted General Fund</i>			
Average headcount for the year	3.25	(2020/21	3.25)
No employee earned over £60,000			

No Director or Trustee received any remuneration from the Charity. A total of £720 was reimbursed to four Trustees for items purchased by them on the Charity's behalf (2020/21 £1,901 to two Trustees)

There were no Related Party transactions during the year (2020/21 None)
There were no unconditional donations from Trustees during the year (2020/21 None)

Fee for the Independent Examination of the Accounts £1,380 (2020/21 £1,650)

4. TAXATION

The Company is a Charity and is therefore potentially exempt from taxation in respect of income and capital gains received to the extent that such income and gains are applied to exclusively charitable purposes. No provision for taxation has been made in these financial statements.

5. FREEHOLD PROPERTY

The title to Winton House and all its property and land was transferred to the Company at nil monetary value on 4 February 2011. It is currently insured for £2,130,006 as at October 2022 (£1,943,791 at October 2021).

6. DONATIONS

	2021/22	2020/21
	£	£
Petersfield Voluntary Care Group	1,000	600
Winton House Centre 100 Club	600	600
Singing for Fun		135
Memory Café	74	
Donations in memoriam	521	1,215
Friends of Winton House	75	110
General Donations	654	141
	<u>2,924</u>	<u>2,801</u>

WINTON HOUSE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2022 (Continued)

7. GRANTS

The Charity benefitted from the following Grants from East Hampshire District Council to assist in the resumption of activities when the lockdown restrictions occasioned by the coronavirus (COVID-19) pandemic were eased.

	2021/22	2020/21
	£	£
Local Restrictions Support Grant		9,907
Restart Grant		8,000
	<u>NIL</u>	<u>17,907</u>

8. INCOME FROM CHARITABLE ACTIVITIES

	2021/22	2020/21
	£	£
Receipts from room hire	10,282	3,555
Pop-In sales	12,579	1,326
Rental from Ground Floor Offices	6,200	6,200
Outings for Over 65s (**)	281	33
100 Club	1,122	1,157
Resilience Art (**)		940
Reimbursement of Electricity Costs	1,698	1,818
Job Retention Scheme (Furlough)		2,225
Other Income	713	276
	<u>32,875</u>	<u>17,530</u>

(**) Relates to Restricted Fund transactions

9. INVESTMENT INCOME

	2021/22	2020/21
	£	£
Bank interest	54	5
Investment Fund Income Units	9,608	9,305
	<u>9,662</u>	<u>9,310</u>

10. COSTS OF CHARITABLE ACTIVITIES

	2021/22	2020/21
	£	£
Pop-In direct costs	4,539	885
Business rates	1,215	104
Water and sewerage	167	232
Heating and lighting	4,201	3,753
Insurance	5,772	5,865
Garden maintenance	555	2,856
Cleaning and laundry	6,983	393
Health and safety / Fire alarm	2,551	2,215
Furniture and equipment	1,964	1,291
Building maintenance	6,425	5,238
North Wing Development		5,318
Refurbishment – Winton Room	964	43,198
Memory Café	184	34
Outings for Over 65s (**)	229	118
100 Club	1,232	1,239
	<u>36,981</u>	<u>72,784</u>
Support Costs (see Note 11)	56,210	53,418
	<u>93,191</u>	<u>126,202</u>

(**) Relates to Restricted Fund transactions

WINTON HOUSE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2022 (Continued)

11. SUPPORT COSTS

	2021/22	2020/21
<u>Management and Administration</u>	£	£
Salaries, wages and pension contributions	42,996	40,474
Recruitment and payroll fees	605	930
Building Adviser's honorarium	720	1,440
Training	786	510
Administration costs	1,951	2,165
Information Technology	5,577	5,358
Travel expenses	523	114
Other expenses	1,672	1,057
	<u>54,830</u>	<u>52,048</u>
Governance Costs – Accountancy	1,380	1,370
	<u>56,210</u>	<u>53,418</u>

12. TANGIBLE FIXED ASSETS

	Property used for Charitable Purposes	Investment Property	Total
	£	£	£
Fair value 1 October 2021	105,000	725,000	830,000
Gain in value			
Fair value 30 September 2022	<u>105,000</u>	<u>725,000</u>	<u>830,000</u>

The freehold property at Winton House consists of the ground floor, which is used for charitable purposes, and 7 flats, which are rented out.

The property is included at fair value. The value of the ground floor is based on rateable value, and the value of the flats is based on their rental income. The values were estimated by Neil Challen on 4th January 2021.

If the Tangible Fixed Assets had not been revalued, they would have been included at the following historical cost:

	£
Property used for charitable purposes	100,000
Investment property	680,000

13. FIXED ASSET INVESTMENTS

	Unlisted Investments
<u>COST OR VALUATION</u>	£
As at 1 October 2021	345,321
Decrease in value during the period	-20,723
At 30 September 2022	<u>324,598</u>
 <u>NET BOOK VALUE</u>	
At 30 September 2022	<u>324,598</u>

If fixed asset investments had not been re-valued, they would have been included at historical cost of £183,283.

The investment is made up of 17,769.85 units held in Charities Official Investment Fund (COIF) income units. Fixed asset investments were valued on an open market basis on 30 September 2022 by COIF.

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021/22	2020/21
	£	£
Trade debtors	9,095	8,398
Prepayments	95	92
	<u>9,190</u>	<u>8,490</u>

WINTON HOUSE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2022 (Continued)

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021/22	2020/21
	£	£
Trade Creditors	3,452	2,901
Accruals	250	208
Deferred Income	435	322
	<u>4,137</u>	<u>3,431</u>

Deferred Income primarily represents amounts received in advance for room bookings post year end

	2021/22
	£
Balance as at 1 October 2021	322
Amount released to room hire	<u>-322</u>
	NIL
Amount received for post year-end room hire	<u>435</u>
Balance as at 30 September 2022	<u>435</u>

16. FUNDS RECONCILIATION

	Unrestricted General Fund	Unrestricted Fair Value Reserve	Restricted Fund	Total
	£	£	£	£
Balance at 1 October 2021	975,319	223,429	7,976	1,206,724
Surplus / (deficit) for the period	-4,709		52	-4,657
Decrease in value of unlisted investments		-20,723		-20,723
Balance at 30 September 2022	<u>970,610</u>	<u>202,706</u>	<u>8,028</u>	<u>1,181,344</u>

The restricted funds of £8,028 relating to the Outings for the Over 65s and Resilience Art are held in cash and are part of the cash at bank figure of £21,694 on the Balance Sheet.

FUNDS RECONCILIATION COMPARATIVES

	Unrestricted General Fund	Unrestricted Fair Value Reserve	Restricted Fund	Total
	£	£	£	£
Balance at 1 October 2020	1,012,892	184,014	7,121	1,204,027
Surplus / (deficit) for the period	-37,573		855	-36,718
Increase in value of unlisted investments		39,415		39,415
Balance at 30 September 2021	<u>975,319</u>	<u>223,429</u>	<u>7,976</u>	<u>1,206,724</u>

17. GOING CONCERN

These accounts have been prepared on the basis that the Charity is a going concern and is likely to continue as such for a period of at least 12 months from the date these accounts were approved. The Trustees reached this conclusion, having carried out an assessment of the principal risks facing the Charity, including those that would threaten its future performance, solvency or liquidity.