



WINTON HOUSE CENTRE

RUN BY THE COMMUNITY FOR THE COMMUNITY

Report of the Directors & Trustees

Unaudited Financial Statements

for the year ended

30 September 2023

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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WINTON HOUSE CENTRE

COMPANY INFORMATION FOR THE YEAR ENDED 30 SEPTEMBER 2023

PRESIDENT	Mrs J M Perry MBE	
VICE PRESIDENT	R M C Venables	
DIRECTORS & TRUSTEES who have held office during the period from 1 October 2022 to the date of this Report	C J Bevan Mrs S J Crawford S Brown C R Golding Mrs A J Greenlee Mrs L Hathaway D G Kidd Mrs J Mackarness Dr R P Phillips CMG Mrs J C Tickner M Waddington Mrs N A Winter	(appointed November 2023) (retired May 2023) (appointed September 2023) (appointed January 2024) (appointed July 2023) (appointed March 2024)
STAFF Centre Manager Finance Administrator Asst Finance Administrator Community Café Supervisor Company Secretary Cleaner	Ms S E Moss J W Cleverly ACIB Miss K A Hithersay Miss K A Hithersay Ms P Charlier J W Cleverly ACIB G Wey	(to March 2023) (from April 2023) (to March 2023) (from January 2023) (from April 2023)
RETAINED BUILDING ADVISER	P Newman MRICS	
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 2023

The Directors present their Report with the Financial Statements of the Company for the year ended 30 September 2023.

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 10 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.

The Trustees met every other month as a Board of Trustees. The President, Vice President, Centre Manager and Company Secretary are invited, and the retained Building Adviser also attends as required. There is a Chairman and Hon. Treasurer. 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 (20 hours), Community Café Supervisor (13½ hours), Cleaner (5 hours), Company Secretary (as required). 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 Community Café 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 2023 (continued)**

How do we achieve our Charitable Objects?

- We run Winton's Community Café daily from 10:00 am to 1:30 pm Monday to Friday, staffed mainly 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. 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 Café.
- 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 provided 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 Café is available for hire on Saturday mornings for fundraising events; groups can have a photocopying account with us; 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 administration 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'. In response to popular demand, we have also introduced a monthly Rummikub session which is enjoyed by its regular participants.
- 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 and a monthly Active Dementia group.
- 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 Café), 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 Café.

**WINTON HOUSE CENTRE - REPORT OF THE DIRECTORS AND TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2023 (continued)**

CHAIRMAN'S REPORT 2023

During the year there were a number of changes to the WHC Board. In May, Amanda Greenlee retired as a Trustee after completing 12 years of dedicated service to the Centre. A little later Richard Phillips became a Trustee and he was then followed by Linda Hathaway. They bring a wealth of experience in managing community institutions to the Board. The new regime of holding meetings every two months rather than monthly, and in the evenings rather than midday, seems to be working well.

There have also been a number of staff changes during the year. Jim Cleverly has stepped down as the Finance Administrator, but will continue to be Company Secretary to the Board. Jim was a founding member of the Winton House Centre and will forever be remembered as the rock on which much of the Centre was built. His position has been ably taken over by Alice Hithersay, who had been his assistant for two years. The other major change was the appointment of Phillippa Charlier as Manager of the Pop-In tea room, now renamed Winton's Community Café. We are delighted that she has joined us and is already showing signs of getting to grips with organising the volunteer rota and modernising the management of the Café. Footfall is still gradually creeping up but has yet to reach pre-pandemic levels.

The other big news of the year was the rebuilding of the wall along the Folly Lane, parts of which fell during the very cold spell in February. Fortunately, no one was hurt and there was little property damage other than to the wall itself. I would like to record my appreciation for all the hard work done by staff and trustees in getting the wall rebuilt and for the bequest received earlier in the year that contributed substantially to the cost of the rebuild. I was pleased to receive a commendation award for our services to the community on behalf of the Centre from the Petersfield Society at its Annual General Meeting in September. Finally, a big word of thanks to our Volunteers, without whom we would not exist.

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

Winton House Centre (WHC) The office continued to deliver services for Petersfield Voluntary Care Group, desk space for Age Concern Petersfield, room bookings, our activities and advice and support services.

100 Club

New members were found and they continue to provide a source of income to Winton House Centre.

Pop In Community Café

It has been a busy year with many new volunteers trained to Food Hygiene Level 2. Pippa Charlier joined in January as administrator. The challenging rota has kept her busy, and changes and improvements are gradually being made. A real coffee machine was introduced, and new menus. September saw the change in name to

Winton's Community Café

Older Persons' Outings

Outings included visits to Stansted House, Gunwharf Quays and Uppark. We are grateful for the use of the Age Concern Petersfield minibus.

From 2024 remaining funds ring fenced for Older Persons' Outings will be transferred to Age Concern Petersfield to help them to continue with their outings and develop them further.

Social media

We have continued to update both our website and Facebook with news and information.

WINTON HOUSE CENTRE - REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2023 (continued)

CENTRE MANAGER'S REPORT (continued)

Volunteers

A volunteer/trustee recruitment day was held in October in Petersfield Market in partnership with Home-Start Butser, Petersfield Voluntary Care Group and Age Concern Petersfield. Recruitment of new volunteers has been challenging, however the year ended with twelve new Pop-In and Office volunteers.

Christmas Volunteer Tea Party 8 December. Charles thanked all for their commitment to Winton House Centre. An excellent tea was provided and a quiz.

The annual Strawberry Tea was postponed until September due to the closure of the garden. It was held on a sunny day, with excellent fare and a quiz. Also included was a thank you to Amanda Greenlee for her 12 years' service as a Trustee.

Training

WHC facilitated a Trustee Training Day in partnership with Community First Wessex.

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

It was an informative day and feedback was excellent about both the venue and the lunch.

First Aid - two staff have undertaken training.

Food Hygiene - 12 new volunteers undertook Food Hygiene Level 2 this year.

Understanding Dementia - a training session was held in November which was well attended by volunteers.

Networks

The Chair and Manager attended Community First Wessex Annual General Meeting.

The Manager now attends Petersfield Agencies Working Together.

Awards

Petersfield Society awarded the Owl Award 2023 to Winton House Centre. Designed and made by George Taylor of The Edward Barnsley Workshop, the Owl is awarded annually for significant contributions to the character of Petersfield and/or surrounding villages.

Partnership/ Collaboration projects

Petersfield Climate Action Group (PeCAN)

Christmas Present Exchange

Tokens were issued for 100's of unwanted Christmas gifts and these were then exchanged for a wanted gift.

Petersfield Toy Swap

Again, unwanted toys were donated and a token issued. Over 50 toys were exchanged as parents and children took part in the swap. The remaining toys were to be sold at Petersfield Festivities in December and funds from this donated to Home-Start Butser.

Home - Start Butser

Nourish to Flourish

We held a pilot day in the Pop-In Café for family cooking from scratch on a budget. This was very successful and three sessions will commence in the Autumn.

Petersfield Christmas Light Switch On

25 November - All families who attended the Home-Start Butser stand on the square were offered a Pop-In voucher valid that night only for free mulled wine or tea/coffee and mince pie. Although slow to start, good numbers attended. Thanks to Jenny and Jean for facilitating this.

A Home-Start Butser representative commented "A very big thank you for Friday evening, such lovely offerings for our families. I think that was the best mince pie I have ever had."

Petersfield Arts and Crafts Society (PACS)

WHC formed a partnership in January 2022.

PACS agreed to provide an art display twice a year for the WHC Pop-In. This artwork would ideally be representative of, or inspired by, some aspect of Petersfield. Currently there are coffee related wall hangings.

Rural Refugee Network (RRN) and Age Concern Petersfield

Ukraine refugees continued to access food bank vouchers. We also signposted to Citizens Advice and Free Shop. Working in partnership with Rural Refugee Network, Age Concern Petersfield (transport) and Kings Arms facilities, we held a day for a group of teenage Afghan refugees and their families who are housed locally.

Free Shop Hub at Petersfield Railway Station

WHC provided the location for delivery for the Winter Warmer Giveaway. Good quality coats, hats, gloves and scarves were donated with the exchange made at the Free Shop Hub.

Macmillan Coffee Morning

Again, we opened the Pop-In for the coffee morning in partnership with Age Concern Petersfield and raised £255.

**WINTON HOUSE CENTRE - REPORT OF THE DIRECTORS AND TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2023 (continued)**

CENTRE MANAGER'S REPORT (continued)

Tablet for Ukrainian students

WHC funded a student tablet for Ukrainian students at The Petersfield School.

Charity Walk

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

Building & Flats

Winton House Centre Board has the responsibility for maintaining a Grade 2 listed building with offices, flats and community rooms.

Wall Rebuilding

Following the collapse of the garden wall abutting Folly Lane in January 2023, Listed Building Consent had to be obtained to rebuild. Tender documents were then issued. The works were undertaken in June/July.

Land sale

The sale of a small piece of land off Folly Lane was completed.

Building survey

Phil Newman undertook a full survey of the building with a schedule of works to be agreed.

Managing Agents

Following the end of contract with Richard Mitham Associates, the management of the flats was put out to tender and subsequently awarded to Willaims of Petersfield. Contract commenced on 1 October 2023.

Sarah Moss

THE GARDEN

This year, with the collapse of one wall in the garden, the volunteers have not been able to do as much as we would like and whilst the reconstruction of the wall took place, could not enter the garden at all. Therefore, we did not enter Petersfield in Bloom and once the wall was completed, we have concentrated on bringing the garden back to its former glory. Our thanks to the volunteers: - Jenny Tickner, Denis Lee, Janet Coninx, Pat Elliot, Ann Johnson and Gregory Barbosa-Souza who have been working hard when the weather permitted to make the garden a pleasant place to visit. Their willingness to do whatever is required means the garden is always being complimented on its appearance and the border by the wall which suffered extensive damage has been cleared and planted up and there is more work planned next year. Once allowed, the public has flocked back to the garden and there were several regular visitors who always like to enjoy their refreshments in the garden's peaceful surroundings. The garden plant sales continue to be popular especially as buyers can see the same plants growing in the garden.

Janet Coninx

PERSONNEL

In August 2021, the Board agreed to recruit another person to run the Pop-In Café. Initially someone with catering skills was sought but it was decided that administration was the most overriding task. Pippa Charlier was recruited and started in the part time post in January 2023. She works three days a week and is responsible for keeping the café stocked. Much of her time is spent liaising with volunteers to ensure all shifts are covered. She updates menus and trains all volunteers on the till and any new equipment.

PUBLIC RELATIONS

In 2023 it was decided to hold a quiz that had originally been scheduled for March 2020. John Leete was the quiz master and set challenges for the 8 tables that took part. The quiz was held in St Peter's Hall with participants bringing their own food and drink. The usual features of an activity to start with and a picture round during the meal interval proved as much fun as usual. Janet Coninx had made up enticing raffle prizes that helped to bring the total raised to £330 to be spent on restoring the garden following the damage caused by the collapse of the wall and subsequent rebuilding.

WINTON HOUSE CENTRE - REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2023 (continued)

PUBLIC RELATIONS (continued)

The Bridge Lunch was held at the Community Centre as Herne Leisure Centre could not let its hall for the full day. The new venue worked very well as the bridge tables are stored there. The kitchen is a good size, with plenty of work surfaces, so the last minute preparation could take place on site. Jenny Tickner had devised a delicious menu, with some old favourites but some new dishes being introduced. The whole hall had been booked so the lunch could be laid whilst morning play was concluding. The concertina doors were then opened and the participants could move along the buffet table. The food was declared to be excellent with several commenting on the little touches that remained the same, e.g., the linen tablecloths and the vases of flowers. The lunch raised £740 towards replacement chairs for the Pop-In Café.

ACTIVITIES

Memory Café has been held monthly throughout the year. Highlights were a drumming session with Tania, and our dog themed afternoon with Rupert as the star turn. Often we undertake craft activities and our stained glass decoration made the Pop-In look festive at Christmas. Richard Barnes playing his guitar has led the singing at our meetings. We took part in the Dementia Festival held at the Festival Hall in May. We provided the cakes in the afternoon and helped visitors enjoy making paper birds.

Bingo afternoons have become increasingly well attended with extra tables having to be set up. John Leete and Bernard Seaburg have continued to call the numbers, whilst Wendy Craig, Christine Day and Jenny Tickner have helped with the refreshments and distributing the prizes.

Active Dementia launched in April as a friendly, exercise group. Exercise is beneficial for physical and mental wellbeing and can improve quality of life for all people in all stages of dementia. The group includes the carers.

Rummikub was launched in April on the second Friday of the month, a very popular board game.

Amanda Greenlee

FINANCE

The period covered by the financial accounts ended 30 September 2023 once again saw stable rental income from our flats and offices, with room hire income returning to pre-pandemic levels. Community Café income continues to grow, albeit remaining below the highs seen in 2019.

During the latter part of 2022, the Board of Trustees agreed to recruit an additional member of staff to assist with the day-to-day operation of the Community Café, with Pippa Charlier joining the Team in early 2023. From the outset, it was accepted that additional staff costs would result in expenditure exceeding income in the short term.

Unfortunately, expenditure associated with the fabric of Winton House was much higher than anticipated, particularly as the wall on the east side of the garden had to be demolished and rebuilt.

Winton House Centre is indebted to Bryan Brown and Erica Pilliner who generously bequeathed funds totalling more than £140,000 from their respective estates.

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 2023 (continued)**

Investment Policy (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 Buildings & 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.

Date approved 17 August 2023 (by the Building & Finance Committee and ratified by the full Board on 14 November 2023).

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.

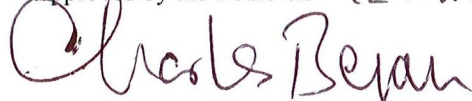
The Building & Finance Committee, reporting to the Board of Trustees, will be responsible for monitoring the reserves policy and for ensuring that the reserves are maintained at the agreed level. The Board of Trustees will review the policy annually.

Date approved 17 August 2023 (by the Building & Finance Committee and ratified by the full Board on 14 November 2023).

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 12 March 2024 and signed on its behalf by:



C J Bevan
Director and Chairman



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 2023 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

12th April 2024

WINTON HOUSE CENTRE

**COMBINED STATEMENT OF FINANCIAL ACTIVITIES
AND INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

	Notes	2022/23			2021/22		
		Unrestricted Funds	Restricted Funds	Total	Unrestricted Funds	Restricted Funds	Total
INCOME		£	£	£	£	£	£
Donations	6	1,645		1,645	2,924		2,924
Legacies	7	140,051		140,051			
Income from Charitable Activities	8	42,569	856	43,425	32,594	281	32,875
Income from Activities for Generating Funds -							
i) Rent from letting of Flats		55,730		55,730	54,050		54,050
ii) Fundraising Events and Coffee Mornings		1,994		1,994	1,551		1,551
Investment Income	9	11,709		11,709	9,662		9,662
TOTAL INCOME		253,698	856	254,553	100,781	281	101,062
EXPENDITURE							
Costs of Charitable Activities	10	167,708	252	167,960	92,962	229	93,191
Costs of Generating Funds -							
i) Expenditure on Flats to let		4,961		4,961	11,167		11,167
ii) Fundraising Events and Coffee Mornings		885		885	1,361		1,361
TOTAL EXPENDITURE		173,554	252	173,805	105,490	229	105,719
NET INCOME/(EXPENDITURE)		80,144	604	80,748	-4,709	52	-4,657
Unrealised gain on Charitable Property		95,000		95,000			
Unrealised gain on Investment Property		75,000		75,000			
Unrealised gain on Unlisted Investment		3,666		3,666			
Unrealised loss on Unlisted Investments					-20,723		-20,723
NET MOVEMENT IN FUNDS		253,810	604	254,414	-25,432	52	-25,380
FUND BALANCES BROUGHT FORWARD		1,173,316	8,028	1,181,344	1,198,748	7,976	1,206,724
TOTAL FUNDS		1,427,128	8,631	1,435,759	1,173,316	8,028	1,181,344

The notes form part of these financial statements.

WINTON HOUSE CENTRE

BALANCE SHEET 30 SEPTEMBER 2023

	Notes	2022/23		2021/22	
		£	£	£	£
FIXED ASSETS					
Tangible Fixed Assets	12		1,000,000		830,000
Investments	13		403,264		324,598
CURRENT ASSETS					
Debtors	14	6,615		9,190	
Cash at bank and in hand		<u>30,245</u>		<u>21,693</u>	
		36,859		30,883	
CREDITORS					
Amounts falling due within one year	15	<u>4,365</u>		<u>4,137</u>	
NET CURRENT ASSETS			32,495		26,746
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>1,435,759</u>		<u>1,181,344</u>
TOTAL FUNDS					
Unrestricted General Fund	16		1,050,755		970,610
Restricted Fund	16		8,631		8,028
Unrestricted Fair Value Reserve	16		<u>376,373</u>		<u>202,706</u>
			<u>1,435,759</u>		<u>1,181,344</u>

The Company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2023.

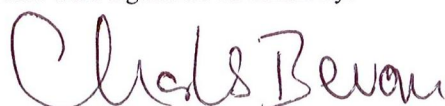
The members have not required the Company to obtain an audit of its financial statements for the year ended 30 September 2023 in accordance with Section 476 of the Companies Act 2006.

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 *12 March* 2024 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 2023

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).

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.

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.

Legacies are accounted for as income when the receipt of the legacy is probable and when the amount receivable can be reliably determined.

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.

WINTON HOUSE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2023 (Continued)

2. ACCOUNTING POLICIES (Continued)

Debtors - Basis of measurement

Rentals	Rentals due to September 2023, invoiced but not paid
Interest	Interest due to September 2023 but not paid until October 2023
Room hire	Bookings to September 2023, invoiced but not paid
Other services provided	Usage to September 2023, invoiced but not paid
Rates/Alarm monitoring	Payments in advance for October 2023 to March 2024

Creditors - Basis of measurement

Electricity & Gas	Cost of energy used to 30 September 2023, but not invoiced
Room hire prepaid	Payments received in advance for bookings from October 2023 onwards
Accountancy	Fee for Independent Examination of 2022/23 Accounts
Other services received	Usage to September 2023, 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	£50,522	(2021/22	£42,996)
Employer's pension contributions	£96	(2021/22	NIL)
<i>All defined contribution pension costs are allocated to the Unrestricted General Fund</i>			
Average headcount for the year	4.75	(2021/22	3.25)
No employee earned over £60,000			

No Director or Trustee received any remuneration from the Charity. A total of £403 was reimbursed to four Trustees for items purchased by them on the Charity's behalf (2021/22 £720 to four Trustees)

There were no Related Party transactions during the year (2021/22 None)
There were no unconditional donations from Trustees during the year (2021/22 None)

Fee for the Independent Examination of the Accounts £2,000 (2021/22 £1,380)

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 £2,872,000 as at October 2023 (£2,139,006 at October 2022).

6. DONATIONS

	2022/23	2021/22
	£	£
Petersfield Voluntary Care Group	1,000	1,000
Memory Café	13	74
Donations in memoriam	189	521
Friends of Winton House	25	75
General Donations	418	654
	<u>1,645</u>	<u>2,924</u>

WINTON HOUSE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2023 (Continued)

7. LEGACIES

The Charity benefitted from the following legacies

2022/23	2021/22
£	£
Bryan Brown	117,000
Mrs Erica Pilliner	<u>23,051</u>
	<u>£140,051</u>

8. INCOME FROM CHARITABLE ACTIVITIES

2022/23	2021/22
£	£
Receipts from room hire	13,595
Community Café sales	19,422
Rental from Ground Floor Offices	6,200
Outings for Over 65s (**)	856
100 Club	1,157
Active dementia income	103
Rummikub income	123
Reimbursement of Electricity Costs	1,529
Other Income	439
	<u>713</u>
	<u>43,424</u>
	<u>32,875</u>

(**) Relates to Restricted Fund transactions

9. INVESTMENT INCOME

2022/23	2021/22
£	£
Bank interest	506
Investment Fund Income Units	11,203
	<u>9,608</u>
	<u>11,709</u>
	<u>9,662</u>

10. COSTS OF CHARITABLE ACTIVITIES

2022/23	2021/22
£	£
Pop-In direct costs	6,858
Business rates	723
Water and sewerage	268
Heating and lighting	5,608
Insurance	6,346
Garden maintenance	944
Cleaning and laundry	9,048
Health and safety / Fire alarm	1,877
Furniture and equipment	7,304
Building maintenance	57,620
Refurbishment – Winton Room	
Consultancy – Building works	3390
Signage	79
Memory Café expenses	311
Outings for Over 65s (**)	252
100 Club	600
Rummikub expenses	100
Active Dementia class costs	275
Donations	1,071
	<u>102,674</u>
	<u>36,981</u>
	<u>65,285</u>
	<u>93,191</u>

(**) Relates to Restricted Fund transaction

WINTON HOUSE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2023 (Continued)

11. SUPPORT COSTS

	2022/23	2021/22
	£	£
Management and Administration		
Salaries, wages and pension contributions	50,618	42,996
Recruitment and payroll fees	590	605
Building Adviser's honorarium		720
Training	1,907	786
Administration costs	3,133	1,951
Information Technology	4,415	5,577
Travel expenses	636	523
Other expenses	1,886	1,671
	<u>63,185</u>	<u>54,830</u>
Governance Costs – Accountancy	2,100	1,380
	<u>65,285</u>	<u>56,210</u>

12. TANGIBLE FIXED ASSETS

	Property used for Charitable Purposes	Investment Property	Total
	£	£	£
Fair value 1 October 2022	105,000	725,000	830,000
Gain in value	95,000	75,000	170,000
Fair value 30 September 2023	<u>200,000</u>	<u>800,000</u>	<u>1,000,000</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 valuation was provided by Richard Huffer FRICS of Eddisons, Wickham Road, Fareham on 21 December 2023. 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
	£
COST OR VALUATION	
As at 1 October 2022	324,598
Purchases during year	<u>112,000</u>
	436,598
Sales during year	<u>37,000</u>
	399,598
Increase in value during the period	<u>3,666</u>
At 30 September 2023	<u>403,264</u>
NET BOOK VALUE	
At 30 September 2023	<u>403,264</u>

The investment is made up of 21,790.06 units held in Charities Official Investment Fund (COIF) income units. Fixed asset investments were valued on an open market basis on 30 September 2023 by COIF.

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022/23	2021/22
	£	£
Trade debtors	6,188	9,095
Prepayments	427	95
	<u>6,615</u>	<u>9,190</u>

WINTON HOUSE CENTRE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023 (Continued)**

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022/23	2021/22
	£	£
Trade Creditors	4,073	3,452
Accruals	67	250
Deferred Income	150	435
	<u>4,290</u>	<u>4,137</u>

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

	2022/23
	£
Balance as at 1 October 2022	435
Amount released to room hire	-435
	<u>NIL</u>
Amount received for post year-end room hire	150
Balance as at 30 September 2023	<u>150</u>

16. FUNDS RECONCILIATION

	Unrestricted General Fund	Unrestricted Fair Value Reserve	Restricted Fund	Total
	£	£	£	£
Balance at 1 October 2022	970,610	202,706	8,028	1,181,344
Surplus / (deficit) for the period	80,144		604	80,748
Increase in value of unlisted investments		3,666		3,666
Increase in value of Charitable Property		95,000		95,000
Increase in value of investment Property		75,000		75,000
Balance at 30 September 2023	<u>1,050,754</u>	<u>376,372</u>	<u>8,632</u>	<u>1,435,758</u>

The restricted funds of £8,632 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 £30,245 on the Balance Sheet.

FUNDS RECONCILIATION COMPARATIVES

	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>