



WINTON HOUSE CENTRE

RUN BY THE COMMUNITY FOR THE COMMUNITY

Report of the Directors & Trustees

Unaudited Financial Statements

for the year ended

30 September 2024

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 2024

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

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 9 Trustees.

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

Joyce Perry was the President until her death on 6 September 2024. Robert Venables, previously Vice President, accepted the Board's invitation to become President on 23 September 2024.

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 (16 hours per week), Finance Administrator (20 hours), Community Café Supervisor (16 hours), Cleaners (11 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 2024 *(continued)*

How do we achieve these?

- We run Winton's Community Café daily 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 Café holds 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 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.
- Up until November 2023, 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 were able to take up to 10 people at a time, with support from our volunteers. It was agreed to merge our Outings with those being run by Age Concern, and to assist them with the increased responsibilities, a payment of £3,500 was made to Age Concern from our relevant Restricted Fund.
- 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, 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 have continued to provide 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.
- We have provided a series of Men's Basic Cookery Classes with Age Concern and Petersfield Men's Shed.
- 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 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 2024**

CHAIRMAN'S ANNUAL REPORT YEAR ENDING SEPTEMBER 2024

As in previous years there have been some changes to the WHC Board of Trustees. Jean Mackarness retired in July but remains as a volunteer. We welcomed Stephen Brown, David Kidd and Mike Waddington as new Trustees. I retired as Trustee and Chair of the Board in March having served two four-year terms. Dr Richard Phillips was appointed to take the chair. He was not immediately available. The chair was finally handed over to him in November 2024.

There were no staff changes during the year, but some tenants left which provided a long over-due chance to renovate some of the flats. The Board also began the process of securing planning permission to renovate the façade of the building that faces the High Street. Maintaining a listed building is a costly and never-ending task, but good progress has been made within budgetary limits.

Demand for Room hire has returned to pre covid levels. The Community Café continues to be very popular and has hosted a number of sessions of cooking lessons for young mothers and courses for men.

Sadly, Joyce Perry, one of the key founders of the Winton House Centre, died in September. There was a very good representation of Trustees and staff at her funeral in the United Reformed Church. Robert Venables has agreed to take the role of President of WHC. As a tribute to the charity's founders, Courtyard Room 1 is renamed the Perry Room, and Courtyard Room 2 is now the Venables Room.

Charles Bevan, Retired Chair WHC

CENTRE MANAGER'S ANNUAL REPORT YEAR ENDING SEPTEMBER 2024

Winton House Centre (WHC) has the responsibility of maintaining a grade 2 listed building with offices, flats and community rooms.

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

Governance Charles Bevan completed his second term as a Trustee in March. Dr Richard Phillips was appointed as Chair, but he was unable to take up the role until November 2024. Charles remained Chair for this period.

A proposal was made for a deputy chair/vice chair to be appointed. A change may be required to Memorandum and Articles of Association.

Sub committees were reassessed: Building and Finance were combined, Public Relations reviewed with promotion of WHC to be its objective, using social media.

Trustee Awayday was organised and subsequently booked for 17 October 2024

Policies are being updated on SharePoint

Volunteers

We recruited 15 volunteers this year.

Once again, we thank our front desk volunteers without whom we would not be able to provide services to the community of Petersfield.

Advice and support on a daily basis are provided. It is accessible on the internet, however, much of our client base do not have access or skills to obtain information.

We continue to take the transport requests for Petersfield Voluntary Care Group.

Linda Dicker took over the office rota and training for office volunteers.

Winton Community Café provides a safe environment in our community. The commitment by our café volunteers is amazing, they deal with food hygiene regulations, food preparation, cooking, taking payments, and in addition the many special needs of our customers and volunteers.

From April 2024 Pippa Charlier, café administrator, added to her responsibilities the recruitment, and management of all volunteers.

Christmas Tea Party 2023 took place on 13 December. Chair, Charles Bevan thanked everyone for their commitment to Winton House Centre. An excellent tea was provided and a quiz.

Strawberry Tea Party July 2024 was a volunteer celebration tea party. Catlin and Will, local students, provided musical entertainment with Love Song to Linden Lea. Pimm's and cream tea were enjoyed and also the regular quiz. Chair, Charles Bevan, presented long service certificates to volunteers and thanked all volunteers for their dedication to Winton House Centre.

**WINTON HOUSE CENTRE
REPORT OF THE DIRECTORS AND TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2024 (continued)**

Staff

My report thanks volunteers, without whom we could not deliver the café and services. Behind the scenes and enabling this to happen are our employees. WHC has six paid staff, all of whom volunteer extra hours.

Alice, Finance Officer, took on the finance role from Jim. She has managed the transfer of accounts from Sage to XERO. A considerable task which she has mastered skilfully.

Pippa, Winton Café Administrator, added managing all volunteer applications and training to her role. Pippa not only manages volunteers, but ensures their roles are meaningfully full.

Jim continues as Company Secretary, supporting Alice. His knowledge of the accounts and building is invaluable.

Graham and Ohla keep the rooms clean and help set up for activities.

Property/Building management

Property valuations - reinstatement and commercial valuations were undertaken.

Building survey - This resulted in an update of previous reports identifying a number of areas requiring works, e.g. buildings front façade, flat windows and ventilation.

Further tests of the existing mortar mix were undertaken and consultation carried out with the Conservation Officer.

Tenders for the works were received from four contractors. Concerns regarding the requirement for these works meant further investigations were needed.

Fire Alarms – currently managed by Churches Fire Security, a number of issues currently under review.

Sale of land (off Folly Lane) was completed.

Room renaming

Sadly, Joyce Perry our President and a founder of Winton House Trust passed away in September 2024. Robert Venables who facilitated the forming of the current Winton House Centre has accepted the role of President.

In memory of Joyce Perry Courtyard Room 1 has been renamed Perry Room and in acknowledgement for all the work and commitment from Robert Venables, Courtyard Room 2 has been renamed Venables Room.

Management of flats

Williams of Petersfield commenced the contract to manage the flats in October 2023.

The handover from the previous agent was not smooth but managed well.

Surveys of the flats were undertaken and issues identified, which are planned to be resolved.

Incremental increases in rents have been introduced.

Flats 7 and 9 became vacant, they required considerable update and improvements have been made and both flats subsequently let.

Flat 3 provided challenging management. The tenant requested be served with a Section 21 notice, enabling him to be a priority for rehousing in more suitable accommodation.

Garden

Petersfield in Bloom Awards, we are delighted to receive the Gold Award for our garden. Thank you to our volunteer gardeners

The Judas Tree has fungal decay and will require removal, application has been made to EHDC.

Winton Community Café

New signage on the windows and entrance doors launched another busy year.

Sale of the dresser enabled additional tables and seating to be added. Other improvements included black board for cakes and specials. Purchase of a coffee machine allows us to offer a variety of coffees from cappuccino to espresso.

Food waste via Neighbourly the food charity. We now receive weekly free food from Aldi and Lidl.

An additional fridge freezer and a food storage cupboard on the ground floor have provided easier access to stores food.

Once again, we thank our wonderful volunteers who enable the provision of this excellent Community Café. It is not just a café, it is an important community support provision for Petersfield.

Social media

WHC web site and Facebook. We have continued to update both these with news and information. The appointment of Mike Waddington as Trustee and volunteer with Shine Radio has increased our presence on our local radio station.

**WINTON HOUSE CENTRE
REPORT OF THE DIRECTORS AND TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2024 (continued)**

Training

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

Charities that WHC engage with were invited to send delegates. John Goodyear, Petersfield Counselling Services, Petersfield Men's Shed and Willow Almshouses all participated.

Food Hygiene Three new volunteers completed Food Hygiene level 1. Ten new volunteers and eighteen current volunteers undertook Food Hygiene Level 2.

NHS Online Dr Richard Kershaw GP Swan Surgery delivered a session on how to access NHS information online in partnership with Age Concern Petersfield and Petersfield Voluntary Care Group. It was attended by Sarah Moss and WHC office volunteers.

Networks

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

A trustee/ staff member attends the monthly Petersfield Agencies Working Together.

Fundraising

Bridge lunch was held July 2024. It was organised by trustee David Kidd. The excellent lunch was prepared by Jenny Tickner and volunteer cooks. Raffle supported funds raised £550 to purchase multimedia equipment. This is now installed.

100 Club The fund has continued to provide a source of income to Winton House Centre.

A Christmas Hamper provided by Janet Coninx. John Leete provided a quiz.

Partnership/ Collaboration projects:

Petersfield Voluntary Care Group (PVCG)

Hosted at Winton House Centre, PVCG provides volunteer drivers to take people to medical appointments, hospitals, doctors' surgeries, dentists, and ophthalmologists. Also available is shopping for the housebound, prescription collection and delivery.

WHC volunteers take 30 plus requests per week passing onto the co-ordinator.

Petersfield Climate Action Group (PeCan)

Christmas Present Exchange January 2024

173 unwanted Christmas gifts were left in exchange for a token, 80% were exchanged for a wanted gift. The remaining items were donated to Home-Start Butser.

Petersfield Toy Swap June 2024

24 families donated, over 50 toys were exchanged as parents and children took part in a toy swap. The remaining toys were sold and proceeds donated to Home-Start Butser.

Home - Start Butser

Nourish to Flourish

Following a pilot day in the Winton Community Café, family cooking from scratch on a budget. Very successful sessions commenced throughout the year.

Petersfield Christmas Festival

Winton Community Cafe opened for Home-Start Butser to provide activities. Toys remaining from the Toy Swap were sold.

Petersfield Area Churches Together (PACT)

We collected booking forms for PACT Christmas Day lunch.

Petersfield Arts and Crafts Society (PACS)

WHC formed a partnership in January 2022.

PACS have provide an art display to the café. Artwork would be ideally representative of, or inspired by, some aspect of Petersfield. Currently there is coffee related wall hangings, which we love and have become fixtures.

Macmillan Coffee Morning

Once again, we opened the Winton Community Café for the coffee morning in partnership with Age Concern Petersfield. Funds raised £320

Sarah Moss, Manager December 2024

REPORTS FROM WINTON HOUSE CENTRE ACTIVITIES

Active Dementia

Monthly, a friendly exercise group for those with dementia and their partners/support workers. This group provides benefits for physical and mental wellbeing and can improve quality of life for people in all stages of dementia. Sessions have between 8 and 16 attendees. Tutor Beth Svarovska delivers the sessions supported by Trustee Sue Crawford.

Sarah Moss

**WINTON HOUSE CENTRE
REPORT OF THE DIRECTORS AND TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2024 (continued)**

Memory Café

The Memory Café continues to meet on the third Wednesday of each month and has brought pleasure to people living with dementia and their carers. In January we said goodbye to Trevor, a regular attendee from when we first started who loved to sing, but his widow Margaret is now one of our volunteers. We have been joined by volunteer Christine Day.

A highlight of the year has been our participation in the Dementia Festival. Originally planned for June it was rescheduled for October.

Our monthly meetings have a theme and this year they have ranged from School Days to Sheep, from France to the Seaside. Sometimes we have made use of the garden and Jenny has made cakes that reflect our theme. Thanks go to Richard Barnes who leads our singing on his guitar and Phil Russell, who produces a quiz every month.

Amanda Greenlee, Volunteer

Men's Cookery Classes

Held in partnership with Age Concern Petersfield and Petersfield Men's Shed

Blocks of four monthly classes have proved very successful. Supported by volunteer cooks Jenny Tickner (trustee) and Marion Litchfield (volunteer), the men prepare dishes such as spaghetti bolognese or a stir fry. Participants are taken through the recipe steps stage by stage, resulting in a delicious meal. This is then enjoyed with a well earned glass of wine or taken home.

Sarah Moss

Bingo monthly

The afternoons are social occasions, there is always a friendly and appreciative atmosphere.

Bingo sessions take place on the last Friday of the month. Booklets for six games remained at £1 each.

The sessions are run as follows:

Six games are played and at each game a prize is given for 'a line' and for a full house. Prizes are inexpensive items - mostly less than £2 each.

Halfway through the afternoon there is always a break for cake and drinks to be purchased and there is time for conversation.

Thanks must go to all the volunteers, John Leete, Bernard Seaburg, Christine Day, Margaret Stothard and Amanda Greenlee.

Jenny Tickner, Volunteer/Trustee

Rummikub held monthly in Winton Room enables skilled players and learners to enjoy an afternoon. A popular game, with 106 tiles and jokers. Thanks to volunteers Keith and Dot who are always on hand to help and support new members and to Viv Galvin who volunteers to support the activity

Sarah Moss

Garden Report

A difficult start to the year as we lost the whole of March for gardening due to the bad weather. However, after a year's sabbatical we were able to enter Petersfield in Bloom again and managed to get a gold in our category.

Petersfield in Bloom Gold Award

There has been much publicity in the press and on the television about the benefits of gardening for both physical and mental health. This has led to the gardening team gaining several new volunteers to help and enjoy the walled garden. Our thanks to the volunteers: Penny Evans, Mike Fowler, Ann Johnson, Tom King, Denis Lee and Jenny Tickner who have been working hard when the weather permitted to make the garden a pleasant place to visit.

The replanting of the border by the wall which came down last year has flourished and will continue to improve as the shrubs become more established. It is difficult to believe it looked like a building site early last year.

The latest project is the revamping of the compost area. 2 compost bins were donated to us which means the garden refuse can be more contained.

The public like to sit in the garden and seem to enjoy talking to the volunteers and asking questions about the plants which we all try to answer.

Many then enjoy buying the plants which they have seen growing in the garden and sometimes it is difficult to keep up with the demand.

Janet Coninx, Volunteer

Sarah Moss, Manager December 2024

**WINTON HOUSE CENTRE
REPORT OF THE DIRECTORS AND TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2024 (continued)**

FINANCE

Treasurer's Annual Report year ending September 2024

The period covered by the financial accounts ended 30 September 2024 evidences a mixed picture, with income from the Community Café continuing to improve, with pre-Covid levels of 2019 exceeded for the first time. Our thanks to Pippa Charlier and her Team. Room hire income was broadly in line with 2023 whereas rental income from our flats fell as two units were vacant whilst a complete refurbishment was undertaken.

Expenditure associated with the flats exceeded the annual budget, albeit refurbishment of the two vacant units had not been anticipated when the budget was set.

Winton House Centre is in the fortunate position of having liquid asset reserves that enable us to cover periods when expenditure exceeds income. That said, although reserves currently cover planned property maintenance costs in 2025 and still meet the charity's 'Reserves Policy', Trustees are to focus their attention in 2025 to identify additional sources of income.

Chris Golding, Treasurer December 2024

Winton House Centre Investment Policy Statement

In accordance with the Articles of Association, Winton House Centre (WHC) has the power to deposit or invest funds. The purpose of this Investment Policy is to yield the best financial return on our investments which can then be used to further WHC's Charitable Objects, while doing so at a level of risk agreed by the majority of Trustees.

The investment policy is to be managed by the Buildings & Finance Sub-committee (B&FC) which is accountable to the Board of Trustees. The B&FC will meet at least twice a year to consider whether the investment policy remains appropriate to the requirements of WHC.

Periodically, the B&FC should consider whether an independent / professional review is apposite.

Investment Objectives

For the short term, as defined as less than one rolling year, to be invested in a bank deposit account. This form of investment provides instant access to meet the daily needs of WHC albeit at a relative low rate of interest.

For the medium term, to invest in an Investment Fund that offers two elements:

Distribution/Income which pays out quarterly payments and is key for the normal operation of WHC

Capital Appreciation/Growth which aims to ensure that the value of the investment is maintained and enhanced.

Investment decisions may be taken at any time of year and must be taken collectively and minutely.

Winton House Centre Reserves Policy Statement

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.

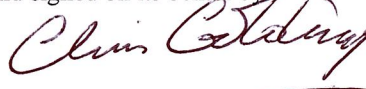
The Buildings & Finance Sub Committee, reporting to the Board of Trustees, will be responsible for monitoring the reserves policy and for ensuring that the reserves are maintained at the agreed level. The Board of Trustees will review the policy annually.

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 11 March 2025 and signed on its behalf by:



Dr R P Phillips
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 2024 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

29th Apr 2025

WINTON HOUSE CENTRE

**COMBINED STATEMENT OF FINANCIAL ACTIVITIES
AND INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

| | | 2023/24 | | | 2022/23 | | |
|---|-------|--------------------|------------------|------------------|--------------------|------------------|------------------|
| | Notes | Unrestricted Funds | Restricted Funds | Total | Unrestricted Funds | Restricted Funds | Total |
| INCOME | | £ | £ | £ | £ | £ | £ |
| Donations | 6 | 834 | | 834 | 1,645 | | 1,645 |
| Legacies | 7 | 6,210 | | 6,210 | 140,051 | | 140,051 |
| Income from Charitable Activities | 8 | 48,906 | 236 | 49,142 | 41,911 | 856 | 42,767 |
| Income from Activities for Generating Funds - | | | | | | | |
| i) Rent from letting of Flats | | 55,488 | | 55,488 | 55,730 | | 55,730 |
| ii) Fundraising Events and Coffee Mornings | | 970 | | 970 | 1,495 | | 1,495 |
| iii) 100 Club | | 1,030 | | 1,030 | 1,157 | | 1,157 |
| Investment Income | 9 | 12,727 | | 12,727 | 11,709 | | 11,709 |
| TOTAL INCOME | | 126,165 | 236 | 126,401 | 253,698 | 856 | 254,554 |
| EXPENDITURE | | | | | | | |
| Costs of Charitable Activities | 10 | 110,433 | 3,738 | 114,171 | 167,453 | 252 | 167,705 |
| Costs of Generating Funds - | | | | | | | |
| i) Expenditure on Flats to let | | 24,778 | | 24,778 | 4,961 | | 4,961 |
| ii) Fundraising Events and Coffee Mornings | | 403 | | 403 | 540 | | 540 |
| iii) 100 Club | | 600 | | 600 | 600 | | 600 |
| TOTAL EXPENDITURE | | 136,214 | 3,738 | 139,952 | 173,554 | 252 | 173,806 |
| NET INCOME/(EXPENDITURE) | | -10,049 | -3,502 | -13,551 | 80,144 | 604 | 80,748 |
| Unrealised gain on Charitable Property | | | | | 95,000 | | 95,000 |
| Unrealised gain on Investment Property | | | | | 75,000 | | 75,000 |
| Unrealised gain on Unlisted Investment | | 39,656 | | 39,656 | 3,666 | | 3,666 |
| NET MOVEMENT IN FUNDS | | 29,607 | -3502 | 26,105 | 253,810 | 604 | 254,414 |
| FUND BALANCES BROUGHT FORWARD | | 1,427,128 | 8,631 | 1,435,759 | 1,173,316 | 8,028 | 1,181,344 |
| TOTAL FUNDS | | 1,456,735 | 5,129 | 1,461,864 | 1,427,128 | 8,631 | 1,435,759 |

The notes on pages 12 to 16 form part of these financial statements.

WINTON HOUSE CENTRE

BALANCE SHEET 30 SEPTEMBER 2024

| | Notes | 2023/2024 | | 2022/2023 | |
|---------------------------------------|-------|----------------|------------------|---------------|------------------|
| | | £ | £ | £ | £ |
| FIXED ASSETS | | | | | |
| Tangible Fixed Assets | 12 | | 1,000,000 | | 1,000,000 |
| Investments | 13 | | 292,920 | | 403,264 |
| CURRENT ASSETS | | | | | |
| Debtors | 14 | 2,993 | | 6,615 | |
| Cash at bank and in hand | | 170,395 | | 30,245 | |
| | | <u>173,388</u> | | <u>36,859</u> | |
| CREDITORS | | | | | |
| Amounts falling due within one year | 15 | <u>4,445</u> | | <u>4,365</u> | |
| NET CURRENT ASSETS | | | 168,943 | | 32,495 |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | | <u>1,461,863</u> | | <u>1,435,759</u> |
| TOTAL FUNDS | | | | | |
| Unrestricted General Fund | 17 | | 1,040,705 | | 1,050,755 |
| Restricted Fund | 16/17 | | 5,130 | | 8,631 |
| Unrestricted Fair Value Reserve | 17 | | 416,028 | | 376,373 |
| | | | <u>1,461,863</u> | | <u>1,435,759</u> |

The Company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2024.

The members have not required the Company to obtain an audit of its financial statements for the year ended 30 September 2024 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 11 March 2025 and were signed on its behalf by:



Dr R P Phillips – Director and Chairman



C R Golding – Director and Treasurer

The notes on pages 12 to 16 form part of these financial statements.

WINTON HOUSE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2024

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 2024 (Continued)

2. ACCOUNTING POLICIES (Continued)

Debtors - Basis of measurement

| | |
|-------------------------|--|
| Room hire | Bookings to September 2024, invoiced but not paid |
| Other services provided | Usage to September 2024, invoiced but not paid |
| Rates/Alarm monitoring | Payments in advance for October 2024 to March 2025 |

Creditors - Basis of measurement

| | |
|-------------------------|---|
| Gas | Cost of energy used to 30 September 2024, but not invoiced |
| Room hire prepaid | Payments received in advance for bookings from October 2024 onwards |
| Accountancy | Fee for Independent Examination of 2023/4 Accounts |
| Other services received | Usage to September 2024, 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 | £55,410 | (2022/23 | £50,522) |
| Employer's pension contributions | £431 | (2022/23 | £96) |
| <i>All defined contribution pension costs are allocated to the Unrestricted General Fund</i> | | | |
| Average headcount for the year | 6.0 | (2022/23 | 4.75) |
| No employee earned over £60,000 | | | |

No Director or Trustee received any remuneration from the Charity. A total of £510 was reimbursed to four Trustees for items purchased by them on the Charity's behalf (2022/23 £403 to four Trustees)

There were no Related Party transactions during the year (2022/23 None)
There were no unconditional donations from Trustees during the year (2022/23 None)

Fee for the Independent Examination of the Accounts £2,000 (2022/23 £2,000)

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 £3,015,600 as at October 2024 (£2,872,000 at October 2023).

6. DONATIONS

| | 2023/2024 | 2022/23 |
|----------------------------------|------------|--------------|
| | £ | £ |
| Petersfield Voluntary Care Group | - | 1,000 |
| Memory Café | 20 | 13 |
| Donations in memoriam | - | 189 |
| Friends of Winton House | 75 | 25 |
| General Donations | 739 | 418 |
| | <u>834</u> | <u>1,645</u> |

7. LEGACIES

The Charity benefitted from the following legacies

| | 2023/2024 | 2022/2023 |
|--------------------|--------------|----------------|
| | £ | £ |
| Bryan Brown | 6,210 | 117,000 |
| Mrs Erica Pilliner | - | 23,051 |
| | <u>6,210</u> | <u>140,051</u> |

WINTON HOUSE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2024 (Continued)

8. INCOME FROM CHARITABLE ACTIVITIES

| | 2023/2024 | 2022/2023 |
|------------------------------------|---------------|---------------|
| | £ | £ |
| Receipts from room hire | 13,144 | 13,595 |
| Community Café sales | 23,954 | 19,422 |
| Rental from Ground Floor Offices | 6,200 | 6,200 |
| Outings for Over 65s (**) | 236 | 856 |
| Development/Project income | 341 | 499 |
| Men's Cookery club | 110 | - |
| Hosting Age Concern | 1,050 | - |
| Hosting Pvcg | 1,650 | - |
| Active dementia income | 191 | 103 |
| Rummikub income | 213 | 123 |
| Reimbursement of Electricity Costs | - | 1,529 |
| Other Income | 2,053 | 439 |
| | <u>49,142</u> | <u>42,766</u> |

(**) Relates to Restricted Fund transactions

9. INVESTMENT INCOME

| | 2023/2024 | 2022/2023 |
|------------------------------|---------------|---------------|
| | £ | £ |
| Bank interest | 2,113 | 506 |
| Investment Fund Income Units | 10,614 | 11,203 |
| | <u>12,727</u> | <u>11,709</u> |

10. COSTS OF CHARITABLE ACTIVITIES

| | 2023/2024 | 2022/2023 |
|--------------------------------|----------------|----------------|
| | £ | £ |
| Pop-In direct costs | 8,075 | 6,858 |
| Business rates | 668 | 723 |
| Water and sewerage | 230 | 268 |
| Heating and lighting | 4,834 | 5,608 |
| Insurance | 3,334 | 6,346 |
| Garden maintenance | 1,320 | 944 |
| Cleaning and laundry | 2,619 | 9,048 |
| Health and safety / Fire alarm | 5,306 | 1,877 |
| Furniture and equipment | 2,662 | 7,304 |
| Building maintenance | 4,492 | 57,620 |
| Consultancy – Building works | 960 | 3,390 |
| Signage | 560 | 79 |
| Memory Café expenses | 369 | 311 |
| Outings for Over 65s (**) | 3,738 | 252 |
| Development/Project expenses | 121 | 345 |
| Men's Cookery expenses | 301 | - |
| HSB nourish to flourish | 161 | - |
| Rummikub expenses | 23 | 100 |
| Active Dementia class costs | 576 | 275 |
| Donations | 2,000 | 1,071 |
| | <u>42,349</u> | <u>102,419</u> |
| Support Costs (see Note 11) | 71,822 | 65,285 |
| | <u>114,171</u> | <u>167,704</u> |

(**) Relates to Restricted Fund transaction

WINTON HOUSE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2024 (Continued)

11. SUPPORT COSTS

| | 2023/2024 | 2022/2023 |
|---|--------------|--------------|
| <u>Management and Administration</u> | £ | £ |
| Salaries, wages and pension contributions | 55,841 | 50,618 |
| Recruitment costs | - | 184 |
| Payroll fees | 504 | 406 |
| Training | 1,291 | 1,907 |
| Administration costs | 3,210 | 3,133 |
| Office volunteer travel | 920 | - |
| Staff travel expenses | 128 | 636 |
| Other expenses | 1,003 | 1,186 |
| Information Technology | 4,684 | 4,415 |
| Consultancy fee | 2,100 | 700 |
| | <hr/> 69,681 | <hr/> 63,185 |
| Governance Costs – Accountancy | 2,141 | 2,100 |
| | <hr/> 71,822 | <hr/> 65,285 |

12. TANGIBLE FIXED ASSETS

| | Property used for Charitable Purposes | Investment Property | Total |
|------------------------------|---|------------------------|-----------------|
| | £ | £ | £ |
| Fair value 1 October 2023 | 200,000 | 800,000 | 1,000,000 |
| Fair value 30 September 2024 | <hr/> 200,000 | <hr/> 800,000 | <hr/> 1,000,000 |

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 2023 | <hr/> 403,264 |
| | 403,264 |
| Sales during year | <hr/> 150,000 |
| | 253,264 |
| Increase in value during the period | <hr/> 39,656 |
| At 30 September 2024 | <hr/> 292,920 |
| NET BOOK VALUE | |
| At 30 September 2024 | <hr/> 292,920 |

The investment is made up of 14,450.5086 units held in Charities Official Investment Fund (COIF) income units. Fixed asset investments were valued on an open market basis on 30 September 2024 by COIF.

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2023/2024 | 2022/2023 |
|---------------|-------------|-------------|
| | £ | £ |
| Trade debtors | 2,993 | 6,188 |
| Prepayments | - | 427 |
| | <hr/> 2,993 | <hr/> 6,615 |

WINTON HOUSE CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2024 (Continued)

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2023/2024 | 2022/2023 |
|-----------------|--------------|--------------|
| | £ | £ |
| Trade Creditors | 1,921 | 4,148 |
| Accruals | 2,000 | 67 |
| Deferred Income | 520 | 150 |
| | <u>4,445</u> | <u>4,365</u> |

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

| | 2023/2024 |
|---|-------------|
| | £ |
| Balance as at 1 October 2023 | 150 |
| Amount released to room hire | <u>-150</u> |
| | NIL |
| Amount received for post year-end room hire | <u>520</u> |
| Balance as at 30 September 2024 | <u>520</u> |

16. RESTRICTED FUNDS

| | Outings for the Over 65's | Resilience Art | Total |
|------------------------------|------------------------------|----------------|--------------|
| Balance at 1 October 2023 | 7,691 | 940 | 8,631 |
| Income for year | <u>236</u> | <u>---</u> | <u>236</u> |
| | 7,927 | 940 | 8,867 |
| Expenditure for year | <u>3,738</u> | <u>---</u> | <u>3,738</u> |
| Balance at 30 September 2024 | <u>4,189</u> | <u>940</u> | <u>5,129</u> |

17. FUNDS RECONCILIATION

| | Unrestricted General Fund | Unrestricted Fair Value Reserve | Restricted Fund | Total |
|---|------------------------------|---------------------------------------|--------------------|------------------|
| | £ | £ | £ | £ |
| Balance at 1 October 2023 | 1,050,754 | 376,372 | 8,632 | 1,435,758 |
| Surplus / (deficit) for the period | -10,049 | - | -3,502 | -13,551 |
| Increase in value of unlisted investments | - | 39,656 | - | 39,656 |
| Balance at 30 September 2024 | <u>1,040,705</u> | <u>416,028</u> | <u>5,130</u> | <u>1,461,863</u> |

The restricted funds of £5,130 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 £170,395 on the Balance Sheet. The Fair Value Reserve is unrealised and therefore not distributable.

FUNDS RECONCILIATION COMPARATIVES

| | 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> |