

AGE UK FAVERSHAM AND SITTINGBOURNE

England & Wales · Charity number 1152234

Details

Other names AGE UK FAVERSHAM, AGEUK FAVERSHAM

Status Registered

Legal form Charitable company

Company number [08412045](#)

Registered 2013-05-31

Register [View on the Charity Commission register](#)

Contact

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Crescent Road
Faversham
ME13 7GU

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Website www.ageukfaversham.org.uk

Activities

Objects: THE OBJECTS FOR WHICH THE CHARITY (THE "OBJECTS") IS ESTABLISHED AND TO WHICH IT IS SPECIFICALLY RESTRICTED ARE TO PROMOTE THE FOLLOWING PURPOSES FOR THE BENEFIT OF THE PUBLIC AND/OR OLDER PEOPLE IN PARTICULAR IN AND AROUND FAVERSHAM, TEYNHAM, MILTON REGIS AND SITTINGBOURNE 4.1 PREVENTING OR RELIEVING THE POVERTY OF OLDER PEOPLE, 4.2 ADVANCING EDUCATION, 4.3 PREVENTING OR RELIEVING SICKNESS, DISEASE OR SUFFERING IN OLDER PEOPLE (WHETHER EMOTIONAL, MENTAL OR PHYSICAL), 4.4 ASSISTING OLDER PEOPLE IN NEED BY REASON OF ILL-HEALTH, DISABILITY, FINANCIAL HARDSHIP, SOCIAL EXCLUSION OR OTHER DISADVANTAGE, AND 4.5 SUCH OTHER CHARITABLE PURPOSES FOR THE BENEFIT OF OLDER PEOPLE AS THE TRUSTEES MAY FROM TIME TO TIME DECIDE THE OUTCOME OF THIS BEING THE PROMOTION OF THE WELL-BEING OF OLDER PEOPLE. 5 POWERS

Activities: The charity provides a range of services to support older people including: Wellbeing activities, Physical activity opportunities, Social day centres, Information advice & guidance, community navigation, befriending, footcare, hot meals delivery, dementia support for carers, independent living service, clubs for people with dementia, dementia day care.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty
- **Who:** Elderly/old People, People With Disabilities

Geography

- **Area of benefit:** IN AND AROUND FAVERSHAM
- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£0	£0	-	-
2024-03-31	£535,390	£407,159	£0	15
2023-03-31	£988,624	£1,222,170	£691,896	47
2022-03-31	£1,385,637	£1,232,541	£883,982	46
2021-03-31	£1,242,599	£1,027,018	£730,886	61

Trustees

Name	Role	Appointed
Donna Jackson	Chair	2018-05-18
Alan Horton		2021-05-10
Charlotte Robinson		2022-11-08
Kristiaan Barker		2021-08-02
Lynn Ferguson		2023-01-18
TED WILCOX		2013-03-11

Accounts

Company number: 08412045
Charity number: 1152234



AGE UK FAVERSHAM AND SITTINGBOURNE

(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

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AGE UK FAVERSHAM AND SITTINGBOURNE

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 MARCH 2024**

Trustees	Mrs D Jackson (Reed), Chair Mrs L Ferguson, Treasurer Dr E J Wilcox Mr A Horton Mr K Barker Mrs C Robinson
Company registered number	08412045 (England and Wales)
Charity registered number	1152234
Registered office	The Old Fire Station Crescent Road Faversham Kent ME13 7GU
Independent Examiner	J R Mathieson FCA Lindeyer Francis Ferguson Limited North House, 198 High Street Tonbridge Kent TN9 1BE
Principal Bankers	Nat West Bank plc 13 Market Place Faversham Kent ME13 7AF

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2024**

The Trustees present their annual report and the unaudited financial statements of the charity for the year to 31 March 2024.

The Trustees confirm that the annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019). This report is also the Directors' Report under company law.

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

Transfer UK Kent Rivers on 31 July 2023

All activities transferred to Age UK Kent Rivers (formerly known as Age UK Medway) on 31 July 2023 through a transfer agreement.

Strategic Direction, Challenges and Change

The transfer of Age UK Kent Rivers completed on 31 July 2023. The transfer should bring sustainability and reduce the postcode lottery of services to our community across North Kent, Medway, and Swale.

Structure, governance and management

· **Constitution**

Age UK Faversham and Sittingbourne is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association.

· **Methods of appointment or election of Trustees**

Age UK Faversham and Sittingbourne recognises that effective trustee recruitment and training is one of the fundamental principles underpinning its governance.

The charity also recognises that members of the governing body should have a diverse range of skills, experience and knowledge. Furthermore, they should represent stakeholders and service users and aim to reflect the local community.

The recruitment process is undertaken openly with all prospective candidates being given a realistic understanding of the duties involved and the remit and the structure of the charity.

All Trustees are recruited in accordance with the charity's governing document.

· **Organisational structure and decision-making policies**

One trustee of Age UK Faversham & Sittingbourne is on the board of Age UK Kent Rivers. All future structure and decision-making policies reside with Age UK Kent Rivers.

The charity is a Brand Partner of Age UK and is required to meet the national Charity Quality Standards laid down by them.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2024**

Plans for future periods.

These reside with Age UK Kent Rivers.

Staff and Volunteers

We introduced a death in service benefit for all of our employees under the age of 75 which included access to counselling and 24/7 private GP service for employees and their spouse/dependants.

The charity's work would not be possible without the commitment and contribution made by the enthusiastic volunteers who freely give their time for the benefit of older people in the area.

During the year volunteer recruitment remained a challenge post covid as many "traditional" volunteers have returned to the workplace or have family commitments which means their availability to volunteer is much more limited.

Trustees

All trustees were expected to attend at least one formal training course per year to develop their roles.

Objectives and activities

· **Objectives**

The objectives of the charity are:

- preventing or relieving the poverty of older people;
- advancing the education of older people;
- preventing or relieving sickness, disease or suffering in older people (whether emotional, mental or physical);
- assisting older people in need by reason of ill-health, disability, financial hardship, social exclusion or other disadvantage; and
- such other charitable purposes for the benefit of older people as the Trustees may from time to time decide the outcome of this being the promotion of the well-being of older people.

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

· **Volunteers**

The charity's work would not be possible without the commitment and contribution made by the enthusiastic volunteers who freely give their time for the benefit of older people in the area.

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

The Trustees of the charity have had due regard to the Charity Commission's general guidance on public benefit. The charity's objectives and aims have been reviewed taking this guidance in to consideration and are still deemed to be appropriate.

Achievements and performance

· **Review of activities**

While all activities were transferred to Age UK KR on 31 July 2023, throughout the period the main achievements for the public benefit directly supported an estimated 2000 individuals. Some of the activities are described under the following broad headings:

WELLBEING SERVICES

Wellbeing Centre Activities

The Charity has two centres, one in Faversham and one in Sittingbourne.

The Faversham Centre provides a range of wellbeing services and acts as a hub for local older people and offers wellbeing activities which includes physical activities such as Hula Hooping and Armchair exercises as well as arts & crafts, music-based activities and hot two course lunches. The charity also offers transport to people who find travelling to the centre difficult. This includes vehicles which are fully accessible.

Wellbeing Community Activities/Sporting activities

These activities include group and 1-1 support. These activities are funded in many different ways including partnership working/applications such as Faversham Pools and Supported swimming sessions and include many different activities Walking Football, Walking Netball. We were delighted to agree funding from the KCC Wellbeing Contract via Imago during this period to help support some of these activities. We also support many people on a 1-1 basis with our wellbeing 2 you service. This service is completely bespoke to the individual we support and enables people to continue to enjoy what is important to them and what makes their lives fulfilling.

Information and Advice Services

The service supports people in many ways:

Welfare benefits:

- Benefit checks
- Form filling for: Attendance Allowance, Personal Independence Payment, Employment and Support Allowance, Disability Living Allowance, Universal Credit, Job Seekers Allowance, Carers Allowance, Pension Credit, State Pension, Housing Benefit, Council Tax Support, Council Tax Reduction.

Housing:

- Supporting people to understand and navigate the range of options available.
- Help with applying to the Housing Register.

Health & Social Care:

- Advice on accessing Social Care support for both funded & self-funded clients. Advice on statutory rights to Assessments.
- Advice on hospital discharge procedures.

Other:

- Information only on Power of Attorney's/ Wills (not advice or help with applications).
- Help with Blue Badge and Disability Bus Pass applications.

The service is quality assured, and training is undertaken by Advisers and Volunteers to ensure they are up to date with the advice given.

F&S FOOD

We deliver our community meals service across Faversham & Sittingbourne from this location. An investment into electric vehicles and electric bars and heated bags have further supported this service. This service provides valuable wellbeing checks on vulnerable clients as well as ensuring a hot, nutritious, freshly cooked meal is delivered. The person who delivers the meal may well be the only person that our client sees all day and our team also get to know the client's routines and can raise the alarm if something is not quite right. This has had the impact of raising the alarm when a client has

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2024**

fallen and has been unable to open the door for example and in many cases has meant that a UTI has been discovered and treated due to small behaviour changes that might otherwise have been missed. This service has also supported Swale Borough Council's Household support fund allocation during this year in relation to pensioner support. The service was also an integral part of a partnership working pilot scheme for East Kent Hospitals for post discharge support for older people.

HANDS TO HELP

Hands 2 Help

The service continued to deliver a gardening service to complement the other independent living services it provides and added on a handyperson service this year. The service also includes domestic assistance, shopping, and supported trips (which includes GP and Hospital appointments as well as shopping trips), this service is invaluable to the many people (150) it has supported this year. This service also supported Swale Borough Council's Household Support Fund and was also used to support the East Kent Hospitals Pilot post discharge support, in particular for services such as key safe fitting and cleaning of properties prior to discharge.

Befriending

We are pleased to have had some funding for this service from Alzheimer's and Dementia Support Services as part of the post diagnostic dementia wellbeing contracts commissioned by Kent County Council. This funding enabled the service to offer this service more widely for people living with dementia. Part way through the year we were delighted to receive further funding from Imago as part of the commissioned wellbeing service to fund another day a week of this service. This service is offered free to people across Faversham and Sittingbourne and surrounding areas and enables many people to feel less lonely and isolated.

Personalised independence services

This contract is provided in partnership with Age UK Herne Bay & Whitstable and other parties across Faversham only. The contract enables us to employ one coordinator who works closely with Faversham GPs and who is an active attendee of Multidisciplinary Team Meetings where they identify patients who need further support across the community. This contract has been extended for a further year.

SPECIALIST DEMENTIA SERVICES

This service encompasses many strands and has support available to people from pre diagnosis of memory concerns through to more in-depth support where required.

Fountain Specialist Day Care

The Fountain offers a service Monday to Friday supporting those who have a diagnosis of dementia or cognitive impairment. Our aim is to help people stay healthy and independent by providing day opportunities which include taking part in therapeutic and stimulating activities which assist in maintaining independence and allow people to live a healthy and fulfilling life. To help people stay active, we offer a wide range of activities which are tailored around the needs of each person who attends. This service also provides transport to ensure all members have a safe journey to and from the centre, a two-course hot meal and refreshments.

The Fountain is also commissioned on an individual basis by Adult Social Services where they deem the need is required.

(Maintenance Cognitive Stimulation Therapy) MCST

We were pleased to introduce Maintenance Cognitive Stimulation Therapy (MCST) to our services this year with a successful initial funding bid being made to the Age UK National organisation to set up these sessions. We have run the sessions across Sittingbourne and Faversham, and they are run one hour

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2024**

a week as a continuation of the initial support given by the NHS. These sessions have been well received and we have delivered 2 x weekly sessions to around 14 people per week who are showing signs of memory loss.

Clients

The ability of clients to remain living independently, for as long as they wish to, continues to be the main focus of the charity's operations.

Across all services, the charity supported almost 2,000 individuals in a variety of ways.

The majority of clients remain aged 65+.

Clients were able to give feedback during the year by a variety of means including client forums and feedback survey and impact measurements of services.

Impact was measured in a variety of ways to meet the requirements of our contracted services.

Financial review

Going concern

Age UK F&S transferred to Age UK Medway (now Age UK Kent Rivers) on 31 July 2023. This decision was made due to geographical area, greater funding opportunities and likeminded leadership. Overheads, in particular central staffing costs, for smaller charities can be disproportionately high and grants frequently do not cover these central costs. Transferring to Age UK Medway, and the consequent economies of scale, will have the added advantage of reducing these central overhead costs. Reduced central costs further increases the future security of our services.

The Trustees' expectation is, transferring to Age UK Kent Rivers will ensure continuing operational existence for the foreseeable future.

Reserves policy

All reserves were transferred to Age UK Kent Rivers on 31 July 2023.

All funds were transferred to Age UK Kent Rivers on 31 July 2023.

Principal funding sources

Despite many years of receiving numerous legacies, donations and core funding, these resources remain on the decline.

The cessation of core statutory grants, and the replacement of these with competitive contracts has driven the charity towards full cost recovery for its main services.

Results for the year

The results for the year are set out within the Statement of financial activities and shows a surplus for the year of £128,231 (2023: deficit of £233,546), with total income of £535,390 (2023: £988,624) and total expenditure of £407,159 (2023: £1,222,170).

Trustees' responsibilities statement

The Trustees (who are also directors of the charity for purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2024**

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the income resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable group will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on 16 December 2024 and signed on their behalf by:

Mrs D Jackson (Reed)
Chair

Mrs L Ferguson
Treasurer

**INDEPENDENT EXAMINER'S REPORT TO THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024**

I report to the trustees on my examination of the accounts of Age UK Faversham and Sittingbourne for the year ended 31 March 2024.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

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

J R Mathieson FCA

Date: 20 December 2024

Lindeyer Francis Ferguson Limited
North House
198 High Street
Tonbridge
Kent TN9 1BE

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2024

		Unrestricted funds 2024	Restricted funds 2024	Total funds 2024	Total funds 2023
	Note	£	£	£	£
Income from:					
Donations and legacies	3	32,434	164,996	197,430	181,378
Charitable activities	4	315,987	-	315,987	728,216
Other trading activities	5	3,287	-	3,287	38,468
Investments	6	18,686	-	18,686	40,562
Total income		370,394	164,996	535,390	988,624
Expenditure on:					
Raising funds	7	27	-	27	26,680
Charitable activities	8	372,454	34,678	407,132	1,195,490
Total expenditure		372,481	34,678	407,159	1,222,170
Net income / (expenditure)		(2,087)	130,318	128,231	(233,546)
Transfer of activity	24	(673,563)	(146,564)	(820,127)	-
Net movement in funds		(675,650)	(16,246)	(691,896)	(233,546)
Reconciliation of funds:					
Total funds brought forward		675,650	16,246	691,896	925,442
Total funds carried forward		-	-	-	691,896

All activities are discontinued activities.

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

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

BALANCE SHEET
AS AT 31 MARCH 2024

		2024	2024	2023	2023
	Note	£	£	£	£
Fixed assets					
Tangible assets	13	-	-	296,361	
Investment property	14	-	-	51,930	
			-		348,291
Current assets					
Stocks		-	-	1,372	
Debtors	15	-	-	93,574	
Cash at bank and in hand		16,100	-	368,455	
		16,100	-	463,401	
Creditors: amounts falling due within one year	16	(16,100)	-	(67,959)	
Net current assets			-		395,442
Creditors: amounts falling due within one year	17	-	-	(51,837)	
Total net assets			-		691,896
The funds of the charity:					
Unrestricted funds		-	-	675,650	
Restricted funds		-	-	16,246	
	18	-	-		691,896

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

The trustees consider that the charity is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the charity to obtain an audit for the year in question in accordance with section 476 of the Act.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements were approved by the Board of Trustees on 16 December 2024 and were signed on its behalf by:

Mrs D Jackson (Reed)

Mrs L Ferguson

Company number: 08412045

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

1 ACCOUNTING POLICIES

Basis of preparation of the financial statements

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

Age UK Faversham and Sittingbourne meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The financial statements are presented in pounds sterling and rounded to the nearest pound.

On 31 July 2023 the activities of the charity were transferred to Age UK Kent Rivers (formally Age UK Medway) (company number: 06876354, charity number:1133023) as part of a transfer agreement. From 1 August 2023, the activities of Age UK Faversham and Sittingbourne are run through Age UK Kent Rivers.

Going Concern

The going concern basis is not applicable due to the cessation of all of the charity's activities. No adjustments are required in respect of the change in basis.

Income

Income from donations and grants is recognised when the charity is entitled to the funds, the receipt is probable and the amount can be measured reliably. For donations, this is usually on receipt. For grants, this is usually when a formal offer is made in writing, unless the grant contains terms and conditions outside of the charity's control which must be met before the charity is entitled to the funds, in which case the income is recognised when the conditions have been met. Where grants are received in response to a proposal including a budgeted timescale, such that the timescale for the expenditure is implicit in the grant agreement, the income is recognised in accordance with that timescale.

Income from legacies is recognised when, the charity is entitled to the income, there has been a grant of probate, the executors have established that there are sufficient assets in the estate to pay the legacy, any conditions attached are within the control of the charity or have already been met and the amount can be measured reliably.

Income from charitable activities is recognised in the period in which the relevant services are delivered. Income from performance-related grants in connection with the charitable activities is recognised to the extent that the performance-related criteria have been met.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

1 ACCOUNTING POLICIES continued

Expenditure

Expenditure is recognised on the accruals basis when a present legal or constructive obligation exists at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefits will be required to settle the obligation, and the amount can be estimated reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

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

All expenditure is inclusive of irrecoverable VAT.

Fund accounting

General funds are unrestricted funds which can be used in accordance with the charitable objectives at the discretion of the Trustees.

Designated funds are a subset of unrestricted funds and represent funds set aside by the Trustees for specific future purposes or projects.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular purposes.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated realisable value of each asset over its expected useful life, as follows:

Freehold land	Not depreciated
Freehold buildings	2% on the straight line basis
Motor vehicles	20% on the reducing balance basis
Fixtures and fittings	25% on the straight line basis

Assets costing less than £1,000 are not capitalised but are recognised as expenditure in the Statement of Financial Activities in the year incurred.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

1 ACCOUNTING POLICIES continued

Investment property

Investment properties are initially recognised at cost and subsequently measured at fair value. Fair value has been determined from an external valuation report for the whole property, with the element of investment property being calculated based in square foot. This is the main accounting estimate requiring significant judgement to be exercised. Changes in fair value are recognised in the statement of financial activities.

Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

Financial instruments

The charity only has financial instruments of a kind that qualify as basic financial instruments. Short term basic financial instruments such as trade debtors and trade creditors are initially recognised at transaction value and subsequently measured at their settlement value. Long term basic financial instruments such as bank loans initially recognised at transaction value and subsequently measured at amortised cost using the effective interest method.

Leases

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

Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense.

Payments to defined contribution pension schemes are charged as an expense as they fall due.

Critical accounting estimates and areas of judgement

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

The key source of estimation uncertainty at the balance sheet date relates to the property valuations. The trustees have reviewed the property valuation obtained and made an estimate as to their fair market value at the year end.

2 STATUS

Age UK Faversham & Sittingbourne is a company limited by guarantee with the company registration number 08412045 (England and Wales) and the charity registration number 1152234. The address of the registered office is The Old Fire Station, Crescent Road, Faversham, Kent, ME13 7GU.

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

3 INCOME FROM DONATIONS AND LEGACIES

	2024	2023
	£	£
Donations	1,492	11,734
Legacies	-	22,732
Grants	195,938	146,912
	<u>197,430</u>	<u>181,378</u>

In the preceding period, income of £109,354 was restricted.

4 INCOME FROM CHARITABLE ACTIVITIES

	2024	2023
	£	£
Wellbeing services	130,480	203,995
F&S food	64,083	194,818
Dementia services	72,778	192,404
Hands to Help	48,646	136,999
	<u>315,987</u>	<u>728,216</u>

5 INCOME FROM OTHER TRADING ACTIVITIES

	2024	2023
	£	£
Fundraising events	544	8,827
Staff recharges	1,774	27,731
Other income	969	1,910
	<u>3,287</u>	<u>38,468</u>

6 INCOME FROM INVESTMENTS

	2024	2023
	£	£
Rent receivable	17,294	38,774
Deposit account interest	1,392	1,788
	<u>18,686</u>	<u>40,562</u>

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

7 EXPENDITURE ON RAISING FUNDS

	2024	2023
	£	£
Staff costs	-	2,620
Consultants and freelancers	-	20,799
Printing, postage, stationery and telephone	27	229
Legal and professional fees	-	55
Other costs	-	2,977
	<u>27</u>	<u>26,680</u>

8 EXPENDITURE ON CHARITABLE ACTIVITIES

	Direct costs	Direct staff costs	Support costs	Total
	2024	2024	2024	2024
	£	£	£	£
Wellbeing services	9,932	76,523	36,982	123,437
F&S food	34,866	50,105	36,347	121,318
Dementia services	8,047	45,475	22,895	76,417
Hands to Help	5,677	54,529	25,754	85,960
	<u>58,522</u>	<u>226,632</u>	<u>121,978</u>	<u>407,132</u>
	Direct costs	Direct staff costs	Support costs	Total
	2023	2023	2023	2023
	£	£	£	£
Wellbeing services	32,166	191,893	124,831	348,890
F&S food	155,605	130,496	159,397	445,498
Dementia services	17,331	103,897	67,541	188,769
Hands to Help	15,191	121,170	75,972	212,333
	<u>220,293</u>	<u>547,456</u>	<u>427,741</u>	<u>1,195,490</u>

In the preceding period, expenditure of £124,772 was applied to restricted funds.

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

9 DIRECT COSTS

	2024	2023
	£	£
Catering costs	33,390	134,660
Consultants and freelancers	-	9,243
Motor and travel expenses	16,106	46,632
Staff training	-	1,155
Staff welfare	-	153
Premises costs	2,025	5,945
Computer costs	359	1,012
Printing, postage, stationery and telephone	3,386	10,064
Bank charges and interest	20	244
Bad debts	630	746
Other costs	2,606	10,439
	58,522	220,293

10 SUPPORT COSTS

	2024	2023
	£	£
Staff costs	45,929	220,553
Catering costs	-	1,173
Consultants and freelancers	5,452	23,754
Motor and travel expenses	330	1,260
Staff training	1,970	270
Staff welfare	432	4,357
Premises costs	19,800	49,471
Insurance	4,040	11,132
Computer costs	10,849	35,135
Printing, postage, stationery and telephone	4,710	13,721
Bank charges and interest	2,703	7,812
Bad debts	16	81
Depreciation	8,411	29,358
(Profit) on disposal	(250)	(5,296)
Other costs	12,286	16,146
Governance costs:		
Legal and professional fees	2,900	5,194
Audit and accountancy	-	13,620
Independent Examiners' remuneration	2,400	-
	121,978	427,741

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

11 NET INCOME / (EXPENDITURE)

	2024	2023
	£	£
Net income / (expenditure) is stated after charging / (crediting):		
Operating lease rentals	4,654	16,526
Auditors remuneration	-	13,620
Independent Examiners' remuneration	2,400	-
	<u> </u>	<u> </u>

12 STAFF COSTS

	2024	2023
	£	£
Gross salaries	255,571	713,976
Employer's National Insurance contributions	12,919	45,220
Employer's pension contributions	4,071	11,433
	<u> </u>	<u> </u>
	<u>272,561</u>	<u>770,629</u>

The average number of persons employed by the charity during the year was 46 (2023: 47).

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

13 TANGIBLE FIXED ASSETS

	Freehold property	Motor vehicles	Fixtures, fittings & equipment	Total
	£	£	£	£
Cost				
At 1 April 2023	270,279	77,762	112,725	460,766
Additions	-	10,700	-	10,700
Transfer of activity - Note 24	(270,279)	(88,462)	(112,725)	(471,466)
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
At 31 March 2024	-	-	-	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Depreciation				
At 1 April 2023	35,000	29,278	100,127	164,405
Charge for the year	1,501	3,505	3,403	8,409
Transfer of activity - Note 24	(36,501)	(32,783)	(103,530)	(172,814)
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
At 31 March 2024	-	-	-	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Net book value				
At 31 March 2024	-	-	-	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
At 31 March 2023	<u>235,279</u>	<u>48,484</u>	<u>12,598</u>	<u>296,361</u>

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

14 INVESTMENT PROPERTY

	Freehold property £
Market value	
At 1 April 2023	51,930
Transfer of activity - Note 24	(51,930)
At 31 March 2024	-

The freehold property was valued on 26 September 2022 by a RICS qualified surveyor, on an existing use basis.

The historical cost of the investment property is £11,808.

15 DEBTORS

	2024 £	2023 £
Trade debtors	-	64,622
Prepayments and accrued income	-	28,952
	-	93,574

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

16 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Bank loans	-	4,405
Trade creditors	-	23,924
Due to Age UK Kent Rivers	13,700	-
Other taxation and social security	-	12,247
Other creditors	-	7,991
Accruals and deferred income	2,400	19,392
	<u>16,100</u>	<u>67,959</u>
Deferred income:		
Deferred income brought forward	10,072	72
Released in the year	(10,072)	-
Deferred income arising during current year	-	10,000
	<u>-</u>	<u>10,072</u>
Deferred income carried forward	<u>-</u>	<u>10,072</u>

Deferred income relates to grant income received in advance of specified time conditions.

17 CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2024	2023
	£	£
Bank loans: long term	-	51,837
	<u>-</u>	<u>51,837</u>

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

18 MOVEMENT ON FUNDS

CURRENT YEAR	<i>Brought forward</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers, gains/losses - Note 24</i>	<i>Carried forward</i>
	£	£	£	£	£
Restricted funds					
Dementia cafés	5,926	-	(2,380)	(3,546)	-
Swale Cost of Living Fund	1,077	20,000	(5,529)	(15,548)	-
Warm Homes Project	4,968	-	(552)	(4,416)	-
Club Cycling UK	2,525	-	(311)	(2,214)	-
National Energy Action	-	9,996	(9,996)	-	-
National lottery	-	135,000	(15,000)	(120,000)	-
Other restricted funds	1,750	-	(910)	(840)	-
	<u>16,246</u>	<u>164,996</u>	<u>(34,678)</u>	<u>(146,564)</u>	<u>-</u>
Unrestricted funds					
General fund	130,137	370,394	(361,874)	(138,657)	-
Designated funds:					
Fixed asset fund	348,291	-	(8,411)	(339,880)	-
Redundancy fund	140,438	-		(140,438)	-
Building fund	50,000	-		(50,000)	-
IT Sales Force fund	6,784	-	(2,196)	(4,588)	-
	<u>675,650</u>	<u>370,394</u>	<u>(372,481)</u>	<u>(673,563)</u>	<u>-</u>
Total funds	<u><u>691,896</u></u>	<u><u>535,390</u></u>	<u><u>(407,159)</u></u>	<u><u>(820,127)</u></u>	<u><u>-</u></u>

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

18 MOVEMENT ON FUNDS continued

PRIOR YEAR	<i>Brought forward</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers, gains/losses</i>	<i>Carried forward</i>
	£	£	£	£	£
Restricted funds					
Dementia cafés	8,730	-	(2,804)	-	5,926
COMF Electric People Carrier	32,866	-	-	(32,866)	-
Swale Self-Isolation Fund	20,339	-	(20,339)	-	-
Staff Wellness Grant	650	-	(650)	-	-
Walking Football Fund	1,311	5,000	(6,311)	-	-
ICF	84	-	(84)	-	-
East Kent Strategy PPE Grant	338	-	(338)	-	-
Walking Netball Fund	12	-	(12)	-	-
Swale Household Support Fund	-	71,500	(71,500)	-	-
Swale Cost of Living Fund	-	7,016	(5,939)	-	1,077
UK Community Renewal Fund	-	8,813	(8,813)	-	-
Warm Homes Project	-	5,000	(32)	-	4,968
Club Cycling UK	-	2,525	-	-	2,525
Volunteer Recruitment Programme	-	3,750	(3,750)	-	-
Other restricted funds	2,694	5,750	(4,200)	(2,494)	1,750
	67,024	109,354	(124,772)	(35,360)	16,246
Unrestricted funds					
General fund	358,633	879,270	(1,065,120)	(42,646)	130,137
Designated funds:					
Fixed asset fund	344,075	-	(24,062)	28,278	348,291
Redundancy fund	125,374	-	-	15,064	140,438
Building fund	15,336	-	-	34,664	50,000
IT Sales Force fund	15,000	-	(8,216)	-	6,784
	858,418	879,270	(1,097,398)	35,360	675,650
Total funds	925,442	988,624	(1,222,170)	-	691,896

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

19 MOVEMENT ON FUNDS continued

Material restricted funds are as follows:

COMF Electric People Carrier

This funding was received for the costs of the people carrier and associated staff and running cost. As the vehicle has been acquired and all other costs spent, the remainder has been transferred the designated fixed asset fund.

Swale Self-Isolation Fund

This fund covered costs for senior staff to continue working during self-isolation for the purpose of business continuity.

Swale Household Support Fund

This fund covers the purchase of food for vulnerable clients.

Material designated funds are as follows:

Fixed asset fund

These are funds set aside due to the illiquid nature of the building asset it relates to

Redundancy fund

This designated fund was created in the comparative period to allow for staff redundancy provision in the event of the charity being wound up.

Building fund

This is money set aside for any emergency repairs, including a roof which will need replacement at some point in the near future.

IT Sales Force fund

This is an amount set aside until the new IT Sales Force system is fully operational.

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

20 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<i>Unrestricted funds</i> £	<i>Restricted funds</i> £	<i>Total funds</i> £
CURRENT YEAR			
Tangible fixed assets	-	-	-
Net current assets	-	-	-
Creditors: amounts falling due after one year	-	-	-
	-	-	-
PRIOR YEAR			
Tangible fixed assets	348,291	-	348,291
Net current assets	379,196	16,246	395,442
Creditors: amounts falling due after one year	(51,837)	-	(51,837)
	675,650	16,246	691,896

21 PENSION COMMITMENTS

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £4,071 (2023: £11,433). The liabilities of the charity were transferred to Age UK Kent Rivers as set out in Note 24.

22 FINANCIAL COMMITMENTS

At 31 March 2024 the charity was committed to future minimum lease payments under non-cancellable operating leases as follows:

	<i>2024</i> £	<i>2023</i> £
Due within one year	-	5,140
Due in two to five years	-	2,520

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

23 RELATED PARTY TRANSACTIONS

The key management personnel are considered to be the trustees, Clare Burgess (CEO) and Claire Ives (Head of Client Services).

There were no trustees' remuneration, reimbursed expenses nor other benefits during the current or preceding period.

The total amount of employee benefits (including employer's pension contributions) received by key management personnel during the year was £45,899 (2023: £87,867).

During the year purchases were made from Baldy Butchers, an entity which a member of the key management personnel has significant influence, totalling £7,999 (2023: £25,374). At the year end a balance of £nil (2023: £1,996) was due to the entity.

24 TRANSFER TO AGE UK KENT RIVERS

On 31 July 2023 Age UK Faversham and Sittingbourne entered into an agreement to transfer all activities to Age UK Kent Rivers. The breakdown of the transfer is show below:

	£
Fixed assets	350,582
Current assets	495,072
Current liabilities	(25,527)
Net assets transferred	820,127

In accordance with the terms of this agreement all activity from 1 August 2023 is now undertaken by Age UK Kent Rivers.

All assets and liabilities were immediately transferred on this date other than an escrow bank balance of £20,000, which is to be used to cover remaining liabilities in the charity. The remaining balance on this account at 31 March 2024 was £16,100. These funds are controlled by Age UK Kent Rivers, and once final liabilities are settled, the balance will transfer to this charity.

Accounts

Company number: 08412045
Charity number: 1152234



AGE UK FAVERSHAM AND SITTINGBOURNE

(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

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AGE UK FAVERSHAM AND SITTINGBOURNE

REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 MARCH 2023

Trustees	Mrs D Reed, Chair Mrs L Ferguson, Treasurer from April 2023 (appointed 18 January 2023) Dr E J Wilcox, Treasurer until April 2023 Mr F Manoharan (resigned 22 March 2023) Ms R K Maslen (resigned 22 March 2023) Mr A Horton Mr K Barker Mrs C Robinson
Company registered number	08412045 (England and Wales)
Charity registered number	1152234
Registered office	The Old Fire Station Crescent Road Faversham Kent ME13 7GU
Chief Executive Officer	Mrs C E Burgess (also Company Secretary – resigned 3 July 2023)
Independent Auditors	Lindeyer Francis Ferguson Limited North House, 198 High Street Tonbridge Kent TN9 1BE
Principal Bankers	Nat West Bank plc 13 Market Place Faversham Kent ME13 7AF

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

The Trustees present their annual report together with the audited financial statements of the charity for the year to 31 March 2023. The Trustees confirm that the annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019). This report is also the Directors' Report under company law.

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

Objectives and activities

· **Objectives**

The objectives of the charity are:

- preventing or relieving the poverty of older people;
- advancing the education of older people;
- preventing or relieving sickness, disease or suffering in older people (whether emotional, mental or physical);
- assisting older people in need by reason of ill-health, disability, financial hardship, social exclusion or other disadvantage; and
- such other charitable purposes for the benefit of older people as the Trustees may from time to time decide the outcome of this being the promotion of the well-being of older people.

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

· **Volunteers**

The charity's work would not be possible without the commitment and contribution made by the enthusiastic volunteers who freely give their time for the benefit of older people in the area.

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

The Trustees of the charity have had due regard to the Charity Commission's general guidance on public benefit. The charity's objectives and aims have been reviewed taking this guidance in to consideration and are still deemed to be appropriate.

Achievements and performance

· **Review of activities**

Achievements for the public benefit directly supported an estimated 2000 individuals and have been demonstrated under the following broad headings:

WELLBEING SERVICES

Wellbeing Centre Activities

The Charity has two centres, one in Faversham and one in Sittingbourne. The Sittingbourne centre remained occupied by Sittingbourne PCN who are paying rent for this building whilst they await their new building to be completed.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

The Faversham Centre provides a range of wellbeing services and acts as a hub for local older people and offers wellbeing activities which includes physical activities such as Hula Hooping and Armchair exercises as well as arts & crafts, music-based activities and hot two course lunches. The charity also offers transport to people who find travelling to the centre difficult. This includes vehicles which are fully accessible.

Warm Banks

Due to the cost-of-living crisis we found older people who were struggling with bills and overall costs. As well as supporting people to access additional help via benefits, HSF etc, we also applied for funding to provide warm packs, open warm banks, provide infra-red heaters and electric throws to people who were struggling. We worked in coordination with a local organisation Faversham Umbrella to ensure we could between us provide a warm space two days a week until 5pm. Thanks to funding from Cllr. Roger Truelove, Age UK National, St James' Place and individual sponsoring we were able to provide all of the above plus a hot meal.

Wellbeing Community Activities/Sporting activities

These activities include group and 1-1 support. These activities are funded in many different ways including partnership working/applications such as Faversham Pools and Supported swimming sessions and include many different activities Walking Football, Walking Netball. We were delighted to agree funding from the KCC Wellbeing Contract via Imago during this year to help support some of these activities. We also support many people on a 1-1 basis with our wellbeing 2 you service. This service is completely bespoke to the individual we support. This service enables people to continue to enjoy what is important to them and what makes their lives fulfilling.

1.ABOUT THE PERSON

X is a client who lives at home with their family members. X lost their mum approximately 6 years ago and has struggled with independent living ever since. X has a few learning difficulties but used to attend the Age UK centre in Sittingbourne up until covid closed it in 2020. X is a lovely gentle person who doesn't tend to mix with people too much but generally joins in with activities when prompted. X has also made a few friends. X has a few health issues and has regular reviews with their GP.

2. WHAT WAS THE SITUATION

Since Covid, X has become more isolated and just existed at home with their family. One of X's family member were themselves limited with movement at home and two other family members have special needs. This made home life quite challenging to cope with. Social services have been involved with the whole family for a while, so they already knew of the difficulties X faces. Social interaction was practically non-existent so X was quite reclusive, only having free packs of activities provided by Age UK on a weekly basis during lockdown. X's personal care needed addressing as well as the house was quite cluttered and messy. X's diet needed addressing as they were gaining weight, and this was a worry regarding their health.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

3. WHAT DID AGE UK DO TO MAKE A DIFFERENCE?

Age UK contacted Social Services to see if X could have further funding so we could support X with improving their daily life. This became possible and now X has 2 visits for 3 hours each week with 2 different support workers. These visits usually mean X is taken out to various places of interest, where X can do some light exercise, such as walking. X is now being encouraged to lead a healthier lifestyle and monitors their diet well. X has also been helped to purchase a step counter watch to monitor their progress. This bespoke service was created during the pandemic and is called Welbeing 2 you. X is also picked up on our bus and taken to our wellbeing centre once a week where they join in with chair-based exercises, arts and craft activities and also has lunch there. X enjoys this very much and has made friends with others. Other support we provide for X includes organising any hospital or GP appointments, with us attending with them if necessary. Transport with a local volunteer driver service has also been arranged.

4. WHAT OUTCOMES WERE ACHIEVED?

X has become much more interactive with others and enjoys very much seeing their friends every week. X takes more of an interest in her own well-being now and enjoys our trips out, often buying themselves some new clothes. X feels more comfortable speaking with either myself or my colleague who also supports X and they have opened up about some very personal issues from her past. We as a team are in the process of ensuring professional help is available for them in that respect.

5. QUOTES/FEEDBACK

X has told me they are now very happy with their life. X says they sleep much better now as they can speak about any problems with us if they need to, rather than lay awake at night having dark thoughts. X is now in control of their own diet and makes their food choices independently.

Information and Advice Services

This completely free service was historically funded by a Grant from Kent County Council. Unfortunately this grant was discontinued from March 2022. The trustees agreed to fund this vital service from reserves for the year 22/23 as they felt that this service was integral to the support that we give to the community. This service was also expanded to cover the Sheppey region and was supported by one part time member of staff. This service was under real pressure throughout the year and particularly when the cost-of-living crisis escalated. The service did have to close at points throughout the year to allow the advisor to manage their caseload effectively.

The service supports people in many ways:

Welfare benefits:

- Benefit checks
- Form filling for: Attendance Allowance, Personal Independence Payment, Employment and Support Allowance, Disability Living Allowance, Universal Credit, Job Seekers Allowance, Carers Allowance, Pension Credit, State Pension, Housing Benefit, Council Tax Support, Council Tax Reduction.

Housing:

- Supporting people to understand and navigate the range of options available.
- Help with applying to the Housing Register.

Health & Social Care:

- Advice on accessing Social Care support for both funded & self-funded clients. Advice on statutory rights to Assessments.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

- Advice on hospital discharge procedures.

Other:

- Information only on Power of Attorney's/ Wills (not advice or help with applications).
- Help with Blue Badge and Disability Bus Pass applications.

The service is quality assured, and training is undertaken by Advisers and Volunteers to ensure they are up to date with the advice given.

In the last year we have supported circa 500 people and realised over £400k of benefits for our clients

F&S FOOD

We deliver our community meals service across Faversham & Sittingbourne from this location. An investment into electric vehicles and electric bars and heated bags have further supported this service. This service provides valuable wellbeing checks on vulnerable clients as well as ensuring a hot, nutritious, freshly cooked meal is delivered. The person who delivers the meal may well be the only person that our client sees all day and our team also get to know the client's routines and can raise the alarm if something is not quite right. This has had the impact of raising the alarm when a client has fallen and has been unable to open the door for example and in many cases has meant that a UTI has been discovered and treated due to small behaviour changes that might otherwise have been missed. This service has also supported Swale Borough Council's Household support fund allocation during this year in relation to pensioner support. The service was also an integral part of a partnership working pilot scheme for East Kent Hospitals for post discharge support for older people.

HANDS TO HELP

Hands 2 Help

The service continued to deliver a gardening service to complement the other independent living services it provides and added on a handyperson service this year. The service also includes domestic assistance, shopping, and supported trips (which includes GP and Hospital appointments as well as shopping trips), this service is invaluable to the many people (150) it has supported this year. This service also supported Swale Borough Council's Household Support Fund and was also used to support the East Kent Hospitals Pilot post discharge support, in particular for services such as key safe fitting and cleaning of properties prior to discharge.

Befriending

We are pleased to have had some funding for this service from Alzheimer's and Dementia Support Services as part of the post diagnostic dementia wellbeing contracts commissioned by Kent County Council. This funding enabled the service to offer this service more widely for people living with dementia. Part way through the year we were delighted to receive further funding from Imago as part of the commissioned wellbeing service to fund another day a week of this service. This service is offered free to people across Faversham and Sittingbourne and surrounding areas and enables many people to feel less lonely and isolated.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

1.ABOUT THE PERSON

Retired medical professional aged in her 80s.

2. WHAT WAS THE SITUATION

Client "F" was living in a semi-rural location with Parkinson's disease and a spine condition which rendered her unable to leave the house and affected her speech and mobility. The Client did have carers but needed someone to spend quality time. The Client found using the telephone difficult.

3. WHAT DID AGE UK DO TO MAKE A DIFFERENCE?

Our Client hoped to keep mentally active despite physical health declining rapidly. Client and befriender played board games and enjoyed intelligent conversation. Befriender (J) was able to signpost to Community Navigator for housing/care option advice. The client was very anxious when care arrangements kept changing and was very grateful for the advice the befriender was able to access for her. Befriender raised concerns to Befriending Coordinator on behalf of client and was able to provide reassurance.

Befriender continued visiting and providing friendship and mental stimulation, despite the client's physical health declining and her becoming bedbound.

Both the client and the befriender were retired professional ladies with very interesting career backgrounds. This formed an excellent basis for friendship and reminiscence.

4. WHAT OUTCOMES WERE ACHIEVED?

Friendship, reminiscence, laughter and conversation.
Reduction in loneliness and isolation.
Mental stimulation.
Signposting to other services.
Emotional support
A person independent of family for the client to talk through concerns with.
The Befriender was able to refer for advice if required.
Befriender was included in client's lovely final birthday party celebrations.

Community Navigation Services

This contract is provided in partnership with other organisations and led by Social Enterprise Kent and has been vital over the last couple of years and was extremely needed during the Covid pandemic. We employ one community navigator under this contract who supports the Faversham and outlying areas. (Contractually we do not cover Sittingbourne). This service works with individuals supporting them in many ways from ensuring benefits are applied for, signposting to other support agencies, ensuring adaptations are made where required. The top three reasons for referral for support are: -

- Daily Living - Equipment, Household tasks and Property maintenance
- Finance and Benefit Maximisation
- Transport

Personalised independence services

This contract is provided in partnership with Age UK Herne Bay & Whitstable and other parties across Faversham only. The contract enables us to employ one coordinator who works closely with Faversham

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

GPs and who is an active attendee of Multidisciplinary Team Meetings where they identify patients who need further support across the community. This contract has been extended for a further year.

SPECIALIST DEMENTIA SERVICES

This service encompasses many strands and has support available to people from pre diagnosis of memory concerns through to more in-depth support where required.

Fountain Specialist Day Care

The Fountain offers a service Monday to Friday supporting those who have a diagnosis of dementia or cognitive impairment. Our aim is to help people stay healthy and independent by providing day opportunities which include taking part in therapeutic and stimulating activities which assist in maintaining independence and allow people to live a healthy and fulfilling life. To help people stay active, we offer a wide range of activities which are tailored around the needs of each person who attends. This service also provides transport to ensure all members have a safe journey to and from the centre, a two-course hot meal and refreshments.

The Fountain is also commissioned on an individual basis by Adult Social Services where they deem the need is required.

1.ABOUT THE PERSON
Y enjoys shopping and going out to cafes and garden centres. Y is known for keeping a very nice garden and has won awards. Y was a dental nurse and supported a very successful business for many years.
2. WHAT WAS THE SITUATION
Y has moved from their home, where she has lived for many years, to Faversham to be closer to her family. Y can become very lonely as the family are very busy at work. Y's daughter noticed very quickly that Y needed additional support.
3. WHAT DID AGE UK DO TO MAKE A DIFFERENCE?
. Age UK Faversham and Sittingbourne started with a 4-hour companionship visit with The Fountain Companionship service. Y loved these sessions and enjoyed the trips out. However, Y's daughter thought that Y would benefit from more than 4 Hours support once a week. So, we invited Y to the Fountain Daycentre. Y wasn't sure she would enjoy the centre but said she would give it a go for 2days a week.
4. WHAT OUTCOMES WERE ACHIEVED?
Y started 2 days a week for 3 weeks. Y's daughter called and said that Y had really enjoyed coming to the Fountain and wondered if there were more days Y could attend. Y now comes 5 days a week. Y loves to help others. To support this, she enjoys helping around the centre, she helps with feeding the fish daily and washing up the cups after lunch. She talks to everyone that arrives at The Fountain and makes others feel really welcome on their first day. Y has now started to do cross stitching again, (something she used to do but said she couldn't do anymore) but with a little one to one support Y is doing very well and once finished we will be displaying it on the wall. Y is enjoying the cooking sessions too and has said that she will find us some more recipes to follow. Y also loves reading the paper and sometimes reads the news from it in the morning.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

All of the above are working with Y's cognitive, motor and physical skills and we are delighted that Y is enjoying our sessions. She is also increasing her social interaction meaning her feelings of loneliness are much less. Y attending these sessions also mean that her daughter can relax knowing her mum is being looked after safely and is enjoying her time.

5. QUOTES/FEEDBACK

Y said she loves her group, and she misses it at the weekend.
Y's daughter has said that Y loves it at The Fountain and if it was open at the weekend she would be there.

Fountain Companionship

This service was developed during the COVID pandemic, it launched to enable us to support clients and their families/carers living with dementia, Covid securely on a 1-1 basis. Post pandemic this service remains popular with our clients and their carers. These 1-1 visits can vary in time length of time and reason. They may provide carer's respite, taking the client to enjoy their favourite hobbies such as golf. It is a truly bespoke 1-1 service which has shown a great impact on our client's and the families/lives.

(Maintenance Cognitive Stimulation Therapy) MCST

We were pleased to introduce Maintenance Cognitive Stimulation Therapy (MCST) to our services this year with a successful initial funding bid being made to the Age UK National organisation to set up these sessions. We have run the sessions across Sittingbourne and Faversham, and they are run one hour a week as a continuation of the initial support given by the NHS. These sessions have been well received and we have delivered 2 x weekly sessions to around 14 people per week who are showing signs of memory loss.

COGS

Our COGS sessions were reinstated post covid this year with two sessions being run weekly. One in Sittingbourne and one in Faversham. Thank you to Alzheimers & Dementia Support Services for funding these sessions as part of the KCC Post diagnostic dementia wellbeing support contract. These sessions support people who are in the early stages of memory loss.

Memory/Dementia Cafes

This service is funded by Alzheimers & Dementia Services through the KCC Post diagnostic dementia wellbeing contract. The service is delivered twice a month across four different locations in Sittingbourne, Newington, Doddington and Faversham. This service has the impact of reducing loneliness and isolation for carers and their family members who are living with dementia. Carers find these sessions useful to interact with other people who are living in similar situations and can informally chat about their challenges. The sessions also have informative professionals/speakers attend to offer further advice and information in relation to support that is available.

Governance, structure and management

The Board of Trustees met regularly throughout the year as did the HR & Finance subcommittee and Health & Safety Subcommittee to ensure the charity was governed effectively. A skills audit and gap analysis were completed through the year. The lead safeguarding Trustee is Donna Jackson, The Lead Health & Safety Trustee is Alan Horton. After the completion of this year's skills audit, gaps were highlighted and a strategic recruitment of two new trustees was undertaken. This resulted in Charlotte Robinson and Lynn Ferguson joining the board of trustees.

Strategic Direction and Challenges

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

The strategic plan was reviewed, and a new short-term strategy was agreed to mitigate the financial losses that the loss of the KCC Grant had left the charity to deal with. That strategy included investigating the sale of the Faversham Building and a merger with a local charity. The CEO of the charity was seconded to another organisation on the basis that at the end of the six months the charities would merge. A longer-term strategy of further merger was discussed due to the current financial climate for charities and the unsustainability of smaller charities.

Unfortunately, once the Faversham building had been valued it was unanimously agreed that the sale of the building at the valuation that had been given was not in the best interests of the charity and a decision was made to retain the building and look at ways to make the building pay for itself by renting space that was not being utilised.

The six-month part-time secondment of the charity CEO ended and discussions to merge the charities ended due to non-engagement of the other board. During this time the funding applications and partnership working with other organisations were coming to fruition and funding agreements were made with other organisations including IMAGO.

The loss of funding from KCC left a substantial hole in the charity's financials, however the hard work of the team in relationship building and partnership working has reduced that funding deficit for next year 23/24 substantially and whilst the Trustees signed off a deficit budget for 22/23, they believe that 23/24 would show a much smaller deficit/break even result.

Sadly, during March 2023 our CEO, Clare Burgess tendered her resignation. The board are truly sorry to lose her expertise from the charity and they believe that the charity would not have survived the last three years without her skills and income generating experience. Clare generously gave the charity 4 months' notice of her departure which gave the board time to discuss the best way forward for the charity. After considering all options, the board unanimously decided to approach another local Age UK, Age UK Medway to discuss merger options. This decision was made due to geographical area, funding opportunities and likeminded leadership. Age UK Medway were keen to explore a merger and an agreement was made to work towards this merger which we hope to complete 1st August 2023. This merger will bring sustainability and reduce the postcode lottery of services to our community across North Kent, Medway, and Swale. We believe this to be a hugely positive step and look forward to the new charity growing stronger and reaching more people.

Organisation

In 2022 the charity was re awarded its ISO9001:2015 quality standards.

The Information and Advice Service received its IAQP accreditation.

In early 2023 the charity achieved Kent & Medway Workplace Wellbeing Gold Award.

CEO Clare Burgess was awarded runner up award for the Kent Women in Business Leadership and Management Award.

The charity invested in and went live with Salesforce CRM system in December 2022 which gave process efficiencies in relation to client relationship management and invoicing.

Prices were increased to allow for the increased cost of employees and utilities.

The organisation received its Cyber Essential accreditation.

The organisation published against the NHS Data Protection Toolkit in line with contractual requirements.

Clients

The ability of clients to remain living independently, for as long as they wish to, continues to be the main focus of the charity's operations.

Across all services, the charity supported almost 2,000 individuals in a variety of ways.

The majority of clients were aged 65+ and the ratio of all clients was 62% female, 38% male. We continue to look for new activities to engage with a higher number of male clients. New services include further walking sports and we plan to look at an extended mens sheds provision also.

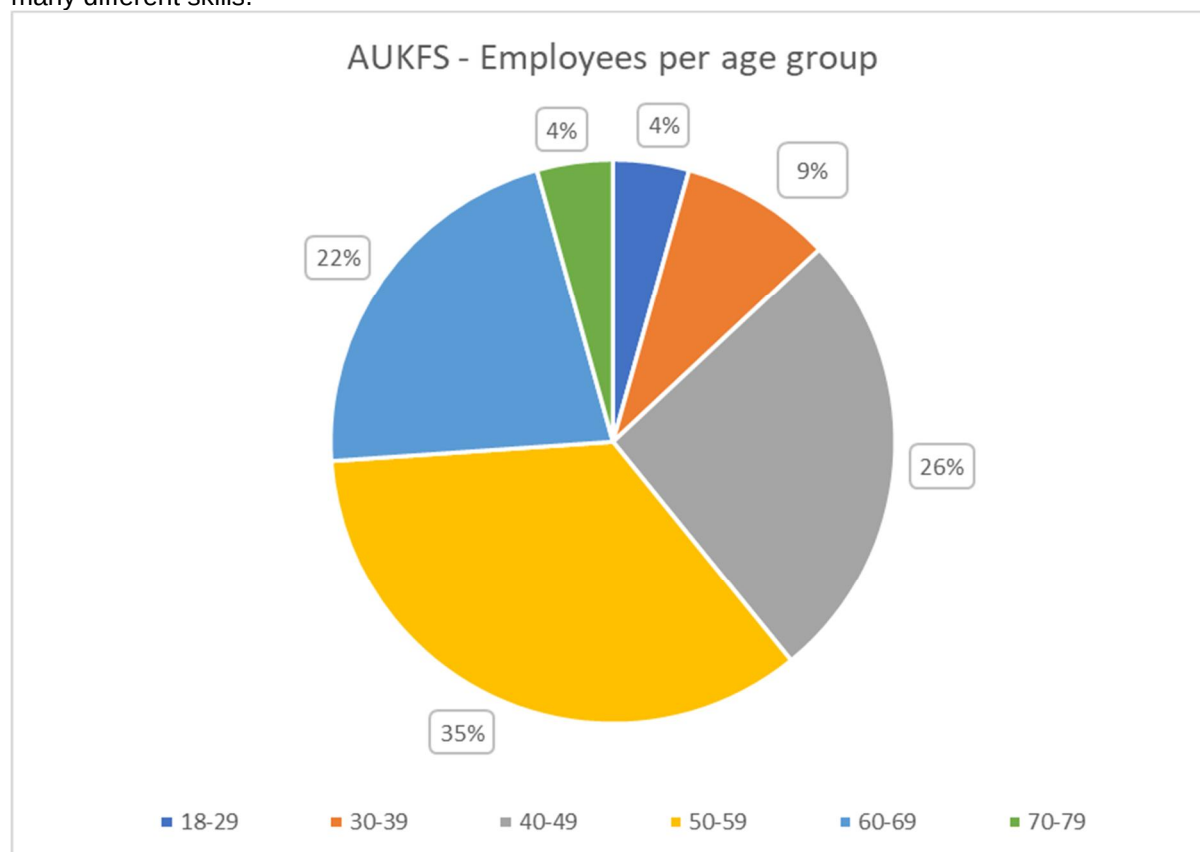
Clients were able to give feedback during the year by a variety of means including client forums and feedback survey and impact measurements of services.

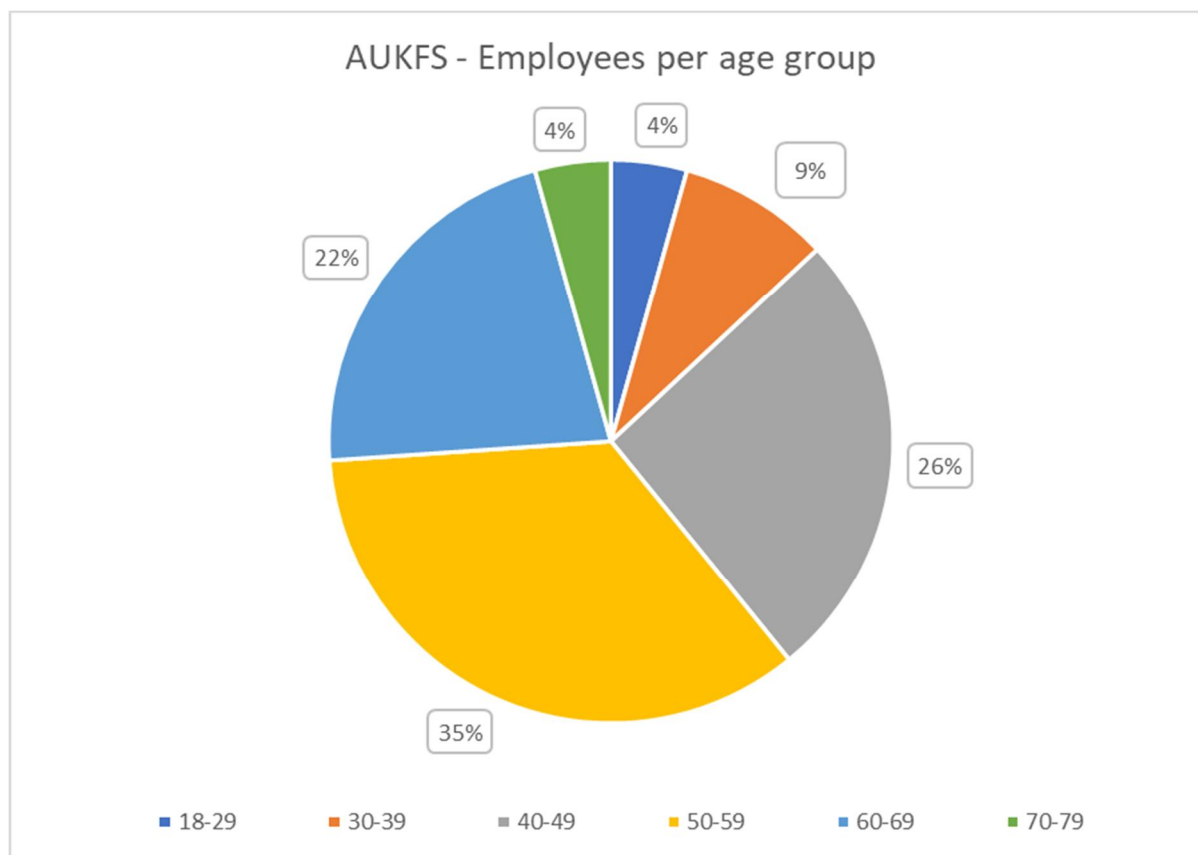
Impact was measured in a variety of ways to meet the requirements of our contracted services.

Staff and Volunteers

The charity employed 47 staff and during the year 22/23 79% of our team are over 50 26% are over 60 and we employ as many over 70's as we do 18–29-year-olds.

We are proud to be an age inclusive employer, how lucky are we as an organisation to benefit from so many different skills.





We introduced a death in service benefit for all of our employees under the age of 75 which included access to counselling and 24/7 private GP service for employees and their spouse/dependants. We also committed to paying above minimum wage to all our employees during this year.

The charity's work would not be possible without the commitment and contribution made by the enthusiastic volunteers who freely give their time for the benefit of older people in the area.

During the year volunteer recruitment remained a challenge post covid as many "traditional" volunteers have returned to the workplace or have family commitments which means their availability to volunteer is much more limited.

Trustees

All trustees were expected to attend at least one formal training course per year to develop their roles.

Communications and Fundraising

Social media continues to accumulate further followers and has been a key way to communicate messages through the pandemic.

A part time self-employed fundraiser was engaged by the Charity to support with fundraising and marketing support.

Local radio and press have been helpful in our communications this year.

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023

· **Fundraising activities and income generation**

The charity has undertaken various fundraising activities but on a much smaller scale than usual during the financial year in order to raise additional funds, with the aim of applying these towards the charitable objectives. The charity has ensured compliance with the appropriate fundraising regulations.

Thank you to the following organisations for their support during this year.

Warburtons
Swale Borough Council – Member Grants (various Councillors)
Kent County Council – Member Grant (Cllr Rich Lehman)
Faversham Pools
Swale Leisure Trust
Age UK National
Bensted's charity
IMAGO
Alzheimers & Dementia Support Services
Holy Trinity Church
The estate of Mrs Iris Skinner
Hortons Property Consultants
Faversham Umbrella Centre
St James' Place
Faversham Mission Brass
Local Eastern Area Committee

Financial review

· **Going concern**

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

Much work was done on cost control, efficiency savings and income development, the Board of Trustees are expecting to see further sustainability measures in 2023/24.

Age UK F&S merged with Age UK Medway on 31st July 2023. This decision was made due to geographical area, greater funding opportunities and likeminded leadership. Overheads, in particular central staffing costs, for smaller charities can be disproportionately high and grants frequently do not cover these central costs. Merging with Age UK Medway, and the consequent economies of scale, will have the added advantage of reducing these central overhead costs. Reduced central costs further increases the future security of our services.

· **Reserves policy**

The charity needs reserves to safeguard its day-to-day services by maintaining a positive cashflow position without recourse to borrowing. The reserves policy is reviewed when considering the annual budget and setting charges and spending levels for the forthcoming financial year.

Funds have been designated from reserves for various items:

- Fixed Asset fund – these are funds set aside due to the illiquid nature of the building asset it relates to
- Redundancy fund - This designated fund was created in the comparative period to allow for staff redundancy provision in the event of the charity being wound up. While having an effect on the level of free reserves, was felt to be a prudent action. (see more below.)

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

- Building fund – this is money set aside for any emergency repairs, including a roof which will need replacement at some point in the near future.
- IT Sales force fund – this is a prudent amount set aside until the new IT Sales Force system is fully operational.

During a review of the reserves policy a decision was made to amend it to state “We maintain a designated Redundancy Fund to ensure we can cover our legal requirements. This is approximately £130,000. This reduces Free Reserves accordingly. Our aim is to maintain an additional £80,000 in addition to the above.”

This leaves free reserves currently standing at £200+k, which remains above the minimum target of £80k.

· **Principal risks and uncertainties**

The charity continues to positively manage risk as a high priority. Risks are identified by the Board of Trustees on a regular basis against a Risk Register, which is updated as necessary. Guidance and instruction to the Board from the Charity Commission about managing risk is regularly reviewed and implemented.

The main risks that face the Charity are:

The main risks that face the Charity are:	How the charity mitigates these risks:
Loss of core grants from the Local Authority which would represent a significant Loss of income	Merger with Age UK Medway will help mitigate this. See 'going concern'
Unplanned capital expenditure on repairs and replacements to premises and vehicles	Designated 'Building Fund' set aside
Reduced demand for services	Ongoing monitoring. Also, Age UK Medway have a designated marketing person to assist
Increased cost of providing services	Monitor regularly and increase prices, where able and applicable
Competition for some services from other Local providers	Maintain high standard of care. Monitor situation during regular board meetings
Inability to retain CEO/Senior Management Team	Merger with Age UK Medway mitigates this
Staff retention/recruitment	Work with HR agency and ongoing monitoring

· **Principal funding sources**

Despite many years of receiving numerous legacies, donations and core funding, these resources remain on the decline.

The cessation of core statutory grants, and the replacement of these with competitive contracts will mean that the charity will have to look at full cost recovery for its main services.

The Trustees have continued to look at other ways to fund required services to the community. Future strategy includes the opening of new services which will be self-sustainable or funded by sources other than statutory funding. We also plan to collaborate with other organisations to work to reduce costs and increase reach.

· **Results for the year**

The results for the year are set out within the Statement of financial activities and shows a deficit for the year of £233,546 (2022: surplus of £179,121 as restated), with total income of £988,625 (2022: £1,385,639 as restated) and total expenditure of £1,222,171 (2022: £1,232,543 as restated). As set out

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

in the Balance sheet, at the reporting date the charity holds total funds of £691,896, with £519,086 being held in designated funds, £42,673 in restricted funds, and £130,137 in unrestricted general funds.

Structure, governance and management

· **Constitution**

Age UK Faversham and Sittingbourne is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association.

· **Methods of appointment or election of Trustees**

Age UK Faversham and Sittingbourne recognises that effective trustee recruitment and training is one of the fundamental principles underpinning its governance.

The charity also recognises that members of the governing body should have a diverse range of skills, experience and knowledge. Furthermore, they should represent stakeholders and service users and aim to reflect the local community.

The recruitment process is undertaken openly with all prospective candidates being given a realistic understanding of the duties involved and the remit and the structure of the charity.

All Trustees are recruited in accordance with the charity's governing document.

· **Organisational structure and decision-making policies**

General control and management of the administration of the charity is carried out by the Board of Trustees who are appointed by way of nomination and election by the membership in accordance with the procedures detailed in the governing documents.

The Board of Trustees is authorised to appoint new trustees to fill vacancies through resignation or death of an existing trustee. Prospective trustees are interviewed by the Chair and Chief Executive Officer and, if appointed, are provided with a role description, and are required to undertake induction training in the work of the organisation and its policies and procedures.

Trustees formulate the strategic direction of the Charity and have overall responsibility for ensuring that the Charity has appropriate systems of control, financial and otherwise. Responsibility for day-to-day management of services is delegated to the Chief Executive Officer.

Systems of internal control are designed to provide reasonable but not absolute assurance against material misstatement or loss. They include:

- a strategic plan and annual budget approved by the Trustees.
- regular consideration by the Trustees of financial results, variance of budgets, non-financial performance
- indicators and benchmarking reviews.
- delegation of authority and segregation of duties.
- identification and management of risk, and;
- regular review of the Charity's policies and procedures.

The charity is a Brand Partner of Age UK and is required to meet the national Charity Quality Standards laid down by them.

· **Policies adopted for the induction and training of Trustees.**

New trustees are given an information pack which includes copies of the charity's governing documents and other relevant information. They are also given induction training and the support that they require

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

to undertake their duties effectively. Ongoing training is identified through annual reviews and arrangements made for relevant training to be provided from either the charity or other external sources.

Trustees also receive regular briefings on the work of the charity to help them ensure that its stated aims and objectives are being carried out in a proper manner within the financial resources available for that purpose.

Employee Involvement

Employees have been consulted on issues of concern to them by means of regular check-ins, appraisals, and staff meetings, and have been kept informed on specific matters directly by management, this has been mainly by electronic means due to the difficulty of getting all of the team in one place at the same time. All staff briefings are recorded and circulated by email.

The Charity has implemented a number of detailed policies and procedures in relation to all aspects of personnel and service delivery matters, including equality and diversity; health and safety; the protection of vulnerable adults; data protection; and confidentiality etc.

Plans for future periods.

The resignation of an experienced Chief Executive Officer has prompted the board of trustees to review the future of the organisation and has made the decision to merge the charity with another local charity, Age UK Medway. The trustees believe this will strengthen the charity's and enable them to reach more beneficiaries and allow greater cost control and sustainability for the organisation.

Funding continues to be both a key risk and a key priority for the charity. The move by Kent County Council away from core grants, and towards contracts is unlikely to be reversed.

The last three years have been a very difficult time for the charity, but the Trustees are confident that a merger with Age UK Medway brings a much brighter future. The charity's purpose is to meet the needs of the over 55's in the community we serve, and the Trustees are confident that this will continue to be achieved and will continue to grow.

Trustees' responsibilities statement

The Trustees (who are also directors of the charity for purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the income resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable group will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

Disclosure of information to auditor

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- as far as that Trustee is aware, there is no relevant audit information of which the charity's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

Approved by order of the members of the board of Trustees on 5 December 2023 and signed on their behalf by:

Mrs D Jackson/Reed
Chair

Mrs L Ferguson
Treasurer

**INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

Opinion

We have audited the financial statements of Age UK Faversham and Sittingbourne ("the charitable company") for the year ended 31 March 2023, which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group and parent charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements, or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

**INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report, which includes the directors' report for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 require us to report to you if, in our opinion:

- the charitable company has not kept adequate and proper accounting records or returns adequate for our audit have not been received from branches not visited by us; or
- the charitable company's financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

**INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

We obtained an understanding of the legal and regulatory framework applicable to the preparation of the financial statements of the charity, and the procedures that management adopt to ensure compliance. We have considered the extent to which non-compliance might have a material effect on the financial statements, and in particular we identified: the Companies Act 2006 and the Charities SORP FRS 102.

We have also identified other laws and regulations that do not have a direct effect on the amounts or disclosures within the financial statements, but for which compliance is fundamental to the charity's operations and to avoid material penalties, including the safeguarding of vulnerable people, the charity quality standards set by Age UK National and GDPR regulations.

Having reviewed the laws and regulations applicable to the charity, we designed and performed audit procedures to obtain sufficient appropriate audit evidence. Specifically, we:

- Selected a team with sector experience to perform the audit;
- Obtained an understanding of the charity's procedures for ensuring compliance with laws and regulations;
- Obtained and reviewed internal policy and procedure documents;
- Made enquiries of management and the trustees regarding whether they were aware of any actual or suspected incidences of non-compliance with laws and regulations;
- Obtained and reviewed meeting minutes;
- Checked that relevant staff have DBS checks in place;
- Reviewed legal expenses accounts for indications of any possible non-compliance; and
- Reviewed the completeness and accuracy of any disclosures made in the financial statements.

We assessed the susceptibility of the charity's financial statements to material misstatement, including considering how fraud might occur. This was performed by:

- Making an assessment of the charity's control environment, systems and controls including identifying any weaknesses and considering the risk of management override of controls;
- Assessing the susceptibility of the charity's financial statements to material misstatement, including considering how fraud could occur;
- Considering whether there are any incentives or opportunities for management to manipulate financial results;
- Obtaining and evaluating the trustees' assessment of the risk of fraud, and enquiring as to whether they are aware of any actual or suspected incidences of fraud;
- Reviewing the accounting policies and accounting estimates for signs of management bias; and
- Identifying key risks relating to irregularities as relating to revenue recognition and cut-off, additional external scrutiny in relation to the upcoming merger and management override of controls.

We then designed audit procedures in response to the risks identified, including performing substantive testing on all material income streams, reviewing the impact of the upcoming merger on the charity and reviewing journal entries and accounting estimates, including the allocation of costs in the accounts.

The audit has been planned and performed in accordance with auditing standards, however, because of the inherent limitations of audit procedures there remains a risk that we will not detect all irregularities, including those that may lead to material misstatements in the financial statements. There are inherent difficulties in detecting irregularities, and irregularities that result from fraud may be more difficult to detect than irregularities that result from error, for example due to concealment, override of controls, collusion or misrepresentations. In addition, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less audit procedures are able to identify it.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

**INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members and trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company, the charitable company's members as a body and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

A S Healey FCA CTA DChA
Senior Statutory Auditor
For and on behalf of:
Lindeyer Francis Ferguson Limited

Statutory Auditors
Chartered Accountants

Date: 13 December 2023

North House
198 High Street
Tonbridge
Kent TN9 1BE

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2023

		<i>Unrestricted funds 2023</i>	<i>Restricted funds 2023</i>	<i>Total funds 2023</i>	<i>Total funds 2022 Restated</i>
	Note	£	£	£	£
Income from:					
Donations and legacies	4	72,024	109,354	181,378	742,133
Charitable activities	5	728,216	-	728,216	597,970
Other trading activities	6	38,468	-	38,468	11,831
Investments	7	40,562	-	40,562	33,705
Total		879,270	109,354	988,624	1,385,639
Expenditure on:					
Raising funds	8	26,680	-	26,680	8,724
Charitable activities	9	1,070,718	124,772	1,195,490	1,223,819
Total		1,097,398	124,772	1,222,170	1,232,543
Net gains / (losses) on investments:	15	-	-	-	26,025
Net (expenditure) / income		(218,128)	(15,418)	(233,546)	179,121
Transfers between funds		35,360	(35,360)	-	-
Net movement in funds		(182,768)	(50,778)	(233,546)	179,121
Reconciliation of funds:					
Total funds brought forward:					
As originally stated		816,958	67,024	883,982	730,886
Prior period adjustment	3	41,460	-	41,460	15,435
As restated		858,418	67,024	925,442	746,321
Total funds carried forward		675,650	16,246	691,896	925,442

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

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

BALANCE SHEET
AS AT 31 MARCH 2023

		2023	2023	2022	2022
	Note	£	£	Restated	£
				£	
Fixed assets					
Tangible assets	14		296,361		325,011
Investment property	15		51,930		51,930
			<u>348,291</u>		<u>376,941</u>
Current assets					
Stocks		1,372		4,068	
Debtors	16	93,574		59,038	
Cash at bank and in hand		368,455		589,652	
		<u>463,401</u>		<u>652,758</u>	
Creditors: amounts falling due within one year	17	(67,959)		(51,235)	
Net current assets			395,442		601,523
Creditors: amounts falling due within one year	18		(51,837)		(53,022)
Total net assets			<u>691,896</u>		<u>925,442</u>
The funds of the charity:					
Unrestricted funds			675,650		858,418
Restricted funds			16,246		67,024
	19		<u>691,896</u>		<u>925,442</u>

The financial statements were approved by the Board of Trustees on 5 December 2023 and were signed on its behalf by:

Mrs D Reed

Mrs L Ferguson

Company number: 08412045

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2023

		2023	2022
	Note	£	£
Cash flows from operating activities:			
Net cash (used in) / provided by operating activities	A	(265,162)	105,874
Cash flows from investing activities:			
Purchase of tangible fixed assets		(3,556)	(50,731)
Proceeds from the sale of fixed tangible assets		8,144	7,000
Investment income		40,562	33,705
Net cash provided by / (used in) investing activities		45,150	(10,026)
Cash flows from financing activities:			
Repayments of borrowing		(1,185)	(5,000)
Net cash used in financing activities		(1,185)	(5,000)
Change in cash and cash equivalents in the year		(221,197)	90,848
Cash and cash equivalents at the beginning of the year		589,652	498,804
Cash and cash equivalents at the end of the year	B	368,455	589,652
A. Reconciliation of net income to net cash flow from operating activities			
Net (expenditure) / income per the Statement of Financial Activities		(233,546)	153,096
Depreciation charges		29,358	24,604
Investment income		(40,562)	(33,705)
Profit on disposal of fixed assets		(5,296)	(7,000)
Decrease / (increase) in stocks		2,696	(1,631)
(Increase) in debtors		(34,536)	(10,005)
Increase / (decrease) in creditors		16,724	(19,485)
Net cash (used in) / provided by operating activities		(265,162)	105,874
		2023	2022
		£	£
B. Analysis of cash and cash equivalents			
Cash at bank and in hand		368,455	589,652
C. Analysis of changes in net debt			
		Bank loans	
	Cash at	Due within	Due after one
	bank	one year	year
	£	£	£
At the beginning of the year	589,652	(4,405)	(53,022)
Cash flows	(221,197)	1,185	-
Maturity analysis	-	(1,185)	53,022
At the end of the year	368,455	(4,405)	-

1 ACCOUNTING POLICIES

Basis of preparation of the financial statements

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

Age UK Faversham and Sittingbourne meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The financial statements are presented in pounds sterling and rounded to the nearest pound.

Going concern

The Trustees have assessed that there are no significant doubts in the company's ability to continue as a going concern. As a result, the financial statements have been prepared on a going concern basis.

Income

Income from donations and grants is recognised when the charity is entitled to the funds, the receipt is probable and the amount can be measured reliably. For donations, this is usually on receipt. For grants, this is usually when a formal offer is made in writing, unless the grant contains terms and conditions outside of the charity's control which must be met before the charity is entitled to the funds, in which case the income is recognised when the conditions have been met. Where grants are received in response to a proposal including a budgeted timescale, such that the timescale for the expenditure is implicit in the grant agreement, the income is recognised in accordance with that timescale.

Income from legacies is recognised when, the charity is entitled to the income, there has been a grant of probate, the executors have established that there are sufficient assets in the estate to pay the legacy, any conditions attached are within the control of the charity or have already been met and the amount can be measured reliably.

Income from charitable activities is recognised in the period in which the relevant services are delivered. Income from performance-related grants in connection with the charitable activities is recognised to the extent that the performance-related criteria have been met.

1 ACCOUNTING POLICIES continued

Expenditure

Expenditure is recognised on the accruals basis when a present legal or constructive obligation exists at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefits will be required to settle the obligation, and the amount can be estimated reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

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

All expenditure is inclusive of irrecoverable VAT.

Fund accounting

General funds are unrestricted funds which can be used in accordance with the charitable objectives at the discretion of the Trustees.

Designated funds are a subset of unrestricted funds and represent funds set aside by the Trustees for specific future purposes or projects.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular purposes.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated realisable value of each asset over its expected useful life, as follows:

Freehold land	Not depreciated
Freehold buildings	2% on the straight line basis
Motor vehicles	20% on the reducing balance basis
Fixtures and fittings	25% on the straight line basis

Assets costing less than £1,000 are not capitalised but are recognised as expenditure in the Statement of Financial Activities in the year incurred.

1 ACCOUNTING POLICIES continued

Investment property

Investment properties are initially recognised at cost and subsequently measured at fair value. Fair value has been determined from an external valuation report for the whole property, with the element of investment property being calculated based in square foot. This is the main accounting estimate requiring significant judgement to be exercised. Changes in fair value are recognised in the statement of financial activities.

Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

Financial instruments

The charity only has financial instruments of a kind that qualify as basic financial instruments. Short term basic financial instruments such as trade debtors and trade creditors are initially recognised at transaction value and subsequently measured at their settlement value. Long term basic financial instruments such as bank loans initially recognised at transaction value and subsequently measured at amortised cost using the effective interest method.

Leases

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

Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense.

Payments to defined contribution pension schemes are charged as an expense as they fall due.

Critical accounting estimates and areas of judgement

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

The key source of estimation uncertainty at the balance sheet date relates to the property valuations. The trustees have reviewed the property valuation obtained and made an estimate as to their fair market value at the year end.

2 STATUS

Age UK Faversham & Sittingbourne is a company limited by guarantee with the company registration number 08412045 (England and Wales) and the charity registration number 1152234. The address of the registered office is The Old Fire Station, Crescent Road, Faversham, Kent, ME13 7GU.

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

3 PRIOR PERIOD ADJUSTMENTS

A prior period adjustment has been made to recognise an element of the freehold building as investment property, due to the property meeting the definition of mixed use.

The effect on the comparative figures was to increase opening unrestricted funds by £15,435 and increase unrealised gains by £26,025. The net effect on the prior period result was therefore an increase of £26,025.

A prior period adjustment has been made to reclassify contractual income from income from grants and donations to income from charitable activities in the amount of £73,238.

During the preparation of the financial statements the mapping of income and expenditure codes was reviewed and updated. The prior period comparatives were therefore reclassified for comparability. There was no effect on the prior period result, however income from charitable activities reduced by £10,839, income from other trading activities increased by £10,841, expenditure on raising funds increased by £8,016 and expenditure on charitable activities reduced by £8,014.

4 INCOME FROM DONATIONS AND LEGACIES

	2023	2022
	£	£
Donations	11,734	16,466
Legacies	22,732	185,673
Grants	146,912	539,994
	<u>181,378</u>	<u>742,133</u>

In the preceding period, income of £140,017 was restricted.

5 INCOME FROM CHARITABLE ACTIVITIES

	2023	2022
	£	£
Wellbeing services	203,995	131,907
F&S food	194,818	233,043
Dementia services	192,404	96,614
Hands to Help	136,999	136,406
	<u>728,216</u>	<u>597,970</u>

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

6 INCOME FROM OTHER TRADING ACTIVITIES

	2023	2022
	£	£
Fundraising events	8,827	990
Staff recharges	27,731	10,841
Other income	1,910	-
	<u>38,468</u>	<u>11,831</u>

7 INCOME FROM INVESTMENTS

	2023	2022
	£	£
Rent receivable	38,774	33,639
Deposit account interest	1,788	66
	<u>40,562</u>	<u>33,705</u>

8 EXPENDITURE ON RAISING FUNDS

	2023	2022
	£	£
Staff costs	2,620	8,011
Consultants and freelancers	20,799	-
Printing, postage, stationery and telephone	229	96
Legal and professional fees	55	-
Other costs	2,977	617
	<u>26,680</u>	<u>8,724</u>

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

9 EXPENDITURE ON CHARITABLE ACTIVITIES

	<i>Direct costs 2023 £</i>	<i>Direct staff costs 2023 £</i>	<i>Support costs 2023 £</i>	<i>Total 2023 £</i>
Wellbeing services	32,166	191,893	124,831	348,890
F&S food	155,605	130,496	159,397	445,498
Dementia services	17,331	103,897	67,541	188,769
Hands to Help	15,191	121,170	75,972	212,333
	<u>220,293</u>	<u>547,456</u>	<u>427,741</u>	<u>1,195,490</u>
	<i>Direct costs 2022 £</i>	<i>Direct staff costs 2022 £</i>	<i>Support costs 2022 £</i>	<i>Total 2022 £</i>
Wellbeing services	40,215	243,192	160,314	443,721
F&S food	158,471	110,087	151,915	420,473
Dementia services	19,594	86,627	60,086	166,307
Hands to Help	13,396	110,077	69,845	193,318
	<u>231,676</u>	<u>549,983</u>	<u>442,160</u>	<u>1,223,819</u>

In the preceding period, expenditure of £81,688 was applied to restricted funds.

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

10 DIRECT COSTS

	2023	2022
	£	£
Catering costs	134,660	110,779
Consultants and freelancers	9,243	38,184
Motor and travel expenses	46,632	37,316
Staff training	1,155	1,116
Staff welfare	153	339
Premises costs	5,945	20,245
Insurance	-	-
Computer costs	1,012	1,488
Printing, postage, stationery and telephone	10,064	6,057
Bank charges and interest	244	294
Bad debts	746	8,020
Legal and professional fees	-	85
Other costs	10,439	7,753
	<u>220,293</u>	<u>231,676</u>

11 SUPPORT COSTS

	2023	2022
	£	£
Staff costs	220,553	191,259
Catering costs	1,173	4,234
Consultants and freelancers	23,754	29,244
Motor and travel expenses	1,260	2,618
Staff training	270	3,671
Staff welfare	4,357	2,702
Premises costs	49,471	90,640
Insurance	11,132	7,268
Computer costs	35,135	33,432
Printing, postage, stationery and telephone	13,721	15,066
Bank charges and interest	7,812	9,200
Bad debts	81	1
Depreciation	29,358	24,604
(Profit) on disposal	(5,296)	(7,000)
Other costs	16,146	24,610
Governance costs:		-
Legal and professional fees	5,194	5,211
Audit and accountancy	13,620	5,400
	<u>427,741</u>	<u>442,160</u>

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

12 NET (EXPENDITURE) / INCOME

	2023	2022
	£	£
Net (expenditure) / income is stated after charging / (crediting):		
Operating lease rentals	16,526	12,639
Auditors' remuneration for audit services	13,620	5,400
	<u>29,146</u>	<u>18,039</u>

13 STAFF COSTS

	2023	2022
	£	£
Gross salaries	713,976	701,057
Employer's National Insurance contributions	45,220	38,768
Employer's pension contributions	11,433	9,428
	<u>770,629</u>	<u>749,253</u>

The average number of persons employed by the charity during the year was 47 (2022: 51).

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

14 TANGIBLE FIXED ASSETS

	Freehold property £	Motor vehicles £	Fixtures, fittings & equipment £	Total £
Cost - as restated				
At 1 April 2022	270,279	84,262	109,169	463,710
Additions	-	-	3,556	3,556
Disposals	-	(6,500)	-	(6,500)
At 31 March 2023	<u>270,279</u>	<u>77,762</u>	<u>112,725</u>	<u>460,766</u>
Depreciation - as restated				
At 1 April 2022	30,495	20,420	87,784	138,699
Charge for the year	4,505	12,510	12,343	29,358
Eliminated on disposal	-	(3,652)	-	(3,652)
At 31 March 2023	<u>35,000</u>	<u>29,278</u>	<u>100,127</u>	<u>164,405</u>
Net book value				
At 31 March 2023	<u>235,279</u>	<u>48,484</u>	<u>12,598</u>	<u>296,361</u>
At 31 March 2022	<u>239,784</u>	<u>63,842</u>	<u>21,385</u>	<u>325,011</u>

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

15 INVESTMENT PROPERTY

	Freehold property Restated £
Market value	
At 1 April 2022	51,930
Unrealised change in market value	-
At 31 March 2023	51,930

The freehold property was valued on 26 September 2022 by a RICS qualified surveyor, on an existing use basis.

The historical cost of the investment properties is £11,808.

16 DEBTORS

	2023 £	2022 £
Trade debtors	64,622	55,932
Prepayments and accrued income	28,952	3,106
	93,574	59,038

AGE UK FAVERSHAM AND SITTINGBOURNE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

17 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Bank loans	4,405	4,405
Trade creditors	23,924	15,081
Other taxation and social security	12,247	12,882
Other creditors	7,991	3,028
Accruals and deferred income	19,392	15,839
	<u>67,959</u>	<u>51,235</u>
Deferred income:		
Deferred income brought forward	72	-
Released in the year	-	(1,073)
Deferred income arising during current year	10,000	1,145
	<u>10,072</u>	<u>72</u>

Deferred income relates to grant income received in advance of specified time conditions.

18 CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2023	2022
	£	£
Bank loans: long term	51,837	53,022
	<u>51,837</u>	<u>53,022</u>

The bank loan is secured by way of a legal charge, dated 2 March 2020, over the property at Cresent Road, Faversham. It was repaid in full in June 2023.

AGE UK FAVERSHAM AND SITTINGBOURNE
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

19 MOVEMENT ON FUNDS

CURRENT YEAR	<i>Brought forward Restated</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers, gains/losses</i>	<i>Carried forward</i>
	£	£	£	£	£
Restricted funds					
Dementia cafés	8,730	-	(2,804)	-	5,926
COMF Electric People					
Carrier	32,866	-	-	(32,866)	-
Swale Self-Isolation Fund	20,339	-	(20,339)	-	-
Staff Wellness Grant	650	-	(650)	-	-
Walking Football Fund	1,311	5,000	(6,311)	-	-
ICF	84	-	(84)	-	-
East Kent Strategy PPE	338	-	(338)	-	-
Walking Netball Fund	12	-	(12)	-	-
Swale Household Support					
Fund	-	71,500	(71,500)	-	-
Swale Cost of Living Fund	-	7,016	(5,939)	-	1,077
UK Community Renewal					
Fund	-	8,813	(8,813)	-	-
Warm Homes Project	-	5,000	(32)	-	4,968
Club Cycling UK	-	2,525	-	-	2,525
Volunteer Recruitment					
Programme	-	3,750	(3,750)	-	-
Other restricted funds	2,694	5,750	(4,200)	(2,494)	1,750
	67,024	109,354	(124,772)	(35,360)	16,246
Unrestricted funds					
General fund	358,633	879,270	(1,065,120)	(42,646)	130,137
Designated funds:					
Fixed asset fund	344,075	-	(24,062)	28,278	348,291
Redundancy fund	125,374	-	-	15,064	140,438
Building fund	15,336	-	-	34,664	50,000
IT Sales Force fund	15,000	-	(8,216)	-	6,784
	858,418	879,270	(1,097,398)	35,360	675,650
Total funds	925,442	988,624	(1,222,170)	-	691,896

AGE UK FAVERSHAM AND SITTINGBOURNE
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

19 MOVEMENT ON FUNDS continued

PRIOR YEAR	<i>Brought forward Restated</i> £	<i>Income</i> £	<i>Expenditure</i> £	<i>Transfers, gains/losses Restated</i> £	<i>Carried forward Restated</i> £
Restricted funds					
Dementia cafés	4,590	4,590	(450)	-	8,730
Colyer Ferguson	4,105	-	(4,105)	-	-
COMF Electric People					
Carrier	-	43,348	(10,482)	-	32,866
Swale Self-Isolation Fund	-	25,000	(4,661)	-	20,339
Staff Wellness Grant	-	650	-	-	650
Walking Football Fund	-	5,000	(3,689)	-	1,311
WRRF	-	5,225	(5,225)	-	-
ICF	-	32,660	(32,576)	-	84
Bensted Charity Grant	-	1,500	(1,500)	-	-
East Kent Strategy PPE	-	1,000	(662)	-	338
Swale Lighting Grant	-	9,095	(9,095)	-	-
Clothworker Foundation					
Fund	-	5,000	(5,000)	-	-
Walking Netball Fund	-	3,439	(3,427)	-	12
Other restricted funds	7,447	3,510	(816)	(7,447)	2,694
	<u>16,142</u>	<u>140,017</u>	<u>(81,688)</u>	<u>(7,447)</u>	<u>67,024</u>
Unrestricted funds					
General fund	270,678	1,245,622	(1,112,710)	(44,957)	358,633
Designated funds:					
Fixed asset fund	324,788	-	(23,481)	42,768	344,075
Redundancy fund	134,713	-	-	(9,339)	125,374
Building fund	-	-	(14,664)	30,000	15,336
IT Sales Force fund	-	-	-	15,000	15,000
	<u>730,179</u>	<u>1,245,622</u>	<u>(1,150,855)</u>	<u>33,472</u>	<u>858,418</u>
Total funds	<u><u>746,321</u></u>	<u><u>1,385,639</u></u>	<u><u>(1,232,543)</u></u>	<u><u>26,025</u></u>	<u><u>925,442</u></u>

19 MOVEMENT ON FUNDS continued

Material restricted funds are as follows:

COMF Electric People Carrier

This funding was received for the costs of the people carrier and associated staff and running cost. As the vehicle has been acquired and all other costs spent, the remainder has been transferred the designated fixed asset fund.

Swale Self-Isolation Fund

This fund covered costs for senior staff to continue working during self-isolation for the purpose of business continuity.

Swale Household Support Fund

This fund covers the purchase of food for vulnerable clients.

Material designated funds are as follows:

Fixed asset fund

These are funds set aside due to the illiquid nature of the building asset it relates to

Redundancy fund

This designated fund was created in the comparative period to allow for staff redundancy provision in the event of the charity being wound up.

Building fund

This is money set aside for any emergency repairs, including a roof which will need replacement at some point in the near future.

IT Sales Force fund

This is an amount set aside until the new IT Sales Force system is fully operational.

AGE UK FAVERSHAM AND SITTINGBOURNE
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

20 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<i>Unrestricted funds £</i>	<i>Restricted funds £</i>	<i>Total funds £</i>
CURRENT YEAR			
Tangible fixed assets	348,291	-	348,291
Net current assets	379,196	16,246	395,442
Creditors: amounts falling due within one year	(51,837)	-	(51,837)
	<u>675,650</u>	<u>16,246</u>	<u>691,896</u>
PRIOR YEAR			
Tangible fixed assets	344,075	32,866	376,941
Net current assets	567,365	34,158	601,523
Creditors: amounts falling due within one year	(53,022)	-	(53,022)
	<u>858,418</u>	<u>67,024</u>	<u>925,442</u>

21 PENSION COMMITMENTS

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £11,433 (2022: £9,428). Contributions totalling £71 (2022: £57) were payable to the fund at the balance sheet date and are included in other creditors.

AGE UK FAVERSHAM AND SITTINGBOURNE
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

22 FINANCIAL COMMITMENTS

At 31 March 2023 the charity was committed to future minimum lease payments under non-cancellable operating leases as follows:

	2023	2022
	£	£
Due within one year	5,140	5,124
Due in two to five years	2,520	3,204

23 RELATED PARTY TRANSACTIONS

The key management personnel are considered to be the trustees, Clare Burgess (CEO) and Claire Ives (Head of Client Services).

There were no trustees' remuneration, reimbursed expenses nor other benefits during the current or preceding period.

The total amount of employee benefits (including employer's pension contributions) received by key management personnel during the year was £87,867 (2022: £64,980).

During the year purchases were made from Baldy Butchers, an entity which is connected to a member of the key management personnel, totalling £25,394 (2022: £18,598). At the year end a balance of £1,996 (2022: £1,411) was due to the entity.

24 POST BALANCE SHEET EVENTS

Following the year end the decision has been take that the charity will merge with Age UK Medway on 1 August 2023. The activities undertaken by the charity will be transferred to Age UK Medway and will continue to run in their current form.

Accounts

Registered number: 08412045
Charity number: 1152234

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)

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AGE UK FAVERSHAM AND SITTINGBOURNE
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REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2022

Trustees	Miss L Wilson, Chair (resigned 26 October 2021) Dr E J Wilcox, Treasurer Mrs D Reed, Chair Mrs R G Madgwick (resigned 6 September 2021) Mrs H J Planner (resigned 29 July 2021) Mr F Manoharan Ms R K Maslen Mr A Horton (appointed 10 May 2021) Mr K Barker (appointed 2 August 2021) Mrs C Robinson (appointed 8 November 2022)
Company registered number	08412045
Charity registered number	1152234
Registered office	The Old Fire Station Crescent Road Faversham Kent ME13 7GU
Company secretary	Mrs C E Burgess
Chief executive officer	Mrs C E Burgess
Independent auditors	Hedley Dunk Limited Chartered Accountants and Statutory Auditors Trinity House 3 Bullace Lane Dartford Kent DA1 1BB
Bankers	Nat West 13 Market Place Faversham Kent ME13 7AF

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their annual report together with the audited financial statements of the Charity for the year 1 April 2021 to 31 March 2022. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

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

Objectives and activities

● **Policies and objectives**

The objectives of the Charity are:

- preventing or relieving the poverty of older people;
- advancing the education of older people;
- preventing or relieving sickness, disease or suffering in older people (whether emotional, mental or physical);
- assisting older people in need by reason of ill-health, disability, financial hardship, social exclusion or other disadvantage; and
- such other charitable purposes for the benefit of older people as the Trustees may from time to time decide, the outcome of this being the promotion of the well-being of older people.

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

● **Volunteers**

The Charity's work would not be possible without the commitment and contribution made by the enthusiastic volunteers who freely give their time for the benefit of older people in the area.

● **Main activities undertaken to further the Charity's purposes for the public benefit**

The Trustees of the Charity have had due regard to the Charity Commission's general guidance on public benefit. The Charity's objectives and aims have been reviewed taking this guidance in to consideration and are still deemed to be appropriate.

Achievements and performance

● **Review of activities**

Achievements for the public benefit directly supported an estimated 2000 individuals and have been demonstrated under the following broad headings:

Day Services

The Charity has two centres, one in Faversham and one Sittingbourne. These provide a range of wellbeing services and act as a hub for local older people. Both centres closed their doors due to Covid-19 in the latter part of March 2020 and services within the centre were opened and closed throughout the year based on risk assessments based around the pandemic. Even when doors were opened they were opened to small groups of people. In January 2021, the Sittingbourne centre was handed to the Sittingbourne PCN for the use of a community vaccination hub. The local area was unable to find a site large enough for their use and the centre

AGE UK FAVERSHAM AND SITTINGBOURNE
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Achievements and performance (continued)

having a central location and a good space was ideal for this use. This vaccination centre stayed within the Sittingbourne centre for the rest of this financial year. The Faversham site was used to support the community across the whole region and transport was provided to support this.

Wellbeing 2 You

As a result of limited access to group activities due to safety concerns during the pandemic, the Wellbeing 2 You service was developed. The service is completely bespoke, a support worker is matched with a client to deliver support in 1-hour increments, that the client chooses. This support is very varied and ranges from support with shopping, going out for a walk, maintaining a hobby, attending appointments or company and a cup of tea indoors. Due to the proven need for this service, the service has continued and will continue in the future to help alleviate loneliness and isolation in our area.

Walking Football

We started walking football sessions in July 2021. With the support of some initial funding from Age UK National and our local FA. This was a completely new venture for us. However, it was identified as a need coming out of lockdown to decrease social isolation and improve fitness. The sessions run weekly at Swallows Leisure centre in Sittingbourne and are very well attended. This service is predominantly used by men, which in the past have been a harder to reach group, however it is all inclusive. This service is supported by a fully qualified coach and a volunteer.

Walking Netball

We were successful in our bid to Kent County Council, Kent & Medway Active for a Grant to start a new walking netball session. These sessions were to decrease social isolation and loneliness and increase physical activity at the same time. We engaged with a fully qualified coach to start these sessions that were held at The Abbey School in Faversham. We then worked with two attendees to support them through becoming qualified coaches to enable the sessions to be sustainable for the future. Attendees have ranged in age and have been hugely successful. One of the big successes with this programme was the outcome of the tournament we entered in May 2022. With a really new team, we came 2nd out of 11 teams which was fantastic achievement and a real boost for the group.

One of our attendees had the following to say

"What have been the biggest benefits to you since joining? - I feel more confident in meeting new people, and I am more interested and motivated to try and get fit. It has also been excellent for my mental health & wellbeing. I look forward to the sessions.

Describe a memorable moment you have from attending the activity sessions. I don't have one specific memory; the sessions are always enjoyable and good fun. They are an excellent group of people.

How will you continue to stay active? I will, hopefully, continue with the walking netball, and I have now gained the confidence to try other activities (Pilates)."

Community Meals

We continued to use our kitchen sited within a local Optivo owned site. We are able to deliver our community service across Faversham & Sittingbourne from this location. An investment into electric vehicles and electric bars and heated bags made this possible. This service also provides a valuable wellbeing check on vulnerable clients as well as ensure a hot, nutritious, freshly cooked meal is delivered. The person who delivers the meal may well be the only person that our client sees all day and so not only is food delivered, but company and a wellbeing check at the same time which has proven to be invaluable to many clients when they have found themselves in difficulty and we have raised the alarm preventing that individual from suffering further harm and/or distress and ensuring appropriate medical support is provided where necessary. This service reduces the feeling of isolation and loneliness for the clients who receive hot meals and also enables them to continue to live

AGE UK FAVERSHAM AND SITTINGBOURNE
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Achievements and performance (continued)

independently and ensures they receive nutritionally balanced food. If an individual requires pureed foods in line with Speech and Language Therapist's advice, we can also accommodate these needs.

Hands 2 Help

The service includes a gardening service to complement the other independent living services which provides domestic assistance and shopping & prescription collection and delivery and assisted trips for medical appointments, vaccinations, shopping etc. This service was invaluable to the community particularly due to Covid. The service also provides company and reduces loneliness and isolation. Having an allocated person who delivers the service enables the client and our team member to build a relationship that enables our team member to offer further support and or signposting when required. This service supported circa 6300 hours of service.

Befriending

This free service was stopped when the first lockdown was announced. Where it was appropriate then telephone befriending carried on. By the end of the year the face-to-face part of the service was still closed, however the telephone befriending and a newly launched pen pal scheme were still in place. This service reduces the impact of loneliness and isolation across our community.

As well as the benefits of the friendship itself, there are also the auxiliary things that our befriending coordinator, or the befrienders pickup on, such as a new client whose husband had been in hospital for 5 months not knowing how to tune her radio so she could actually listen to it! Another client had been waiting for someone to get a stand for her TV which had been left on the floor where she could not see it. The befriender and our coordinator adapted 2 small cabinets from the unused bedroom and resolved the issue in a matter of minutes.

We also supported a client (who lives with additional disabilities) who was digitally excluded – she is delighted with her new laptop which our coordinator applied for and which her befriender helped her set up. Befrienders have also been happy to link in and communicate with our coordinator and our other services to ensure clients (especially those who live alone,) do not fall down the gaps in the system if they end up in hospital or come out without us being updated! They are a wonderful set of additional eyes and ears.

Our coordinator also said "I can really tell the difference in once client who has never had a friend throughout his life until now due to his mental ill health! He is like a different person, much more positive on the phone and yet his physical health is now failing, and I have no doubt his befriender is helping him to keep a positive outlook on things."

Community navigation

This contract is provided in partnership with other organisations and led by Social Enterprise Kent and has been vital over the last couple of years and was extremely needed during the Covid pandemic. We employ one community navigator under this contract who supports the Faversham and outlying areas. (Contractually we do not cover Sittingbourne). This service works with individuals supporting them in many ways from ensuring benefits are applied for, signposting to other support agencies, ensuring adaptations are made where required. The top three reasons for referral for support are: -

Daily Living – Equipment, Household tasks and Property maintenance

Finance and Benefit Maximisation

Transport

Personalised Independence Coordinator

This contract is provided in partnership with Age UK Herne Bay & Whitstable and other parties across Faversham only. The contract enables us to employ one coordinator who works closely with Faversham GP's

AGE UK FAVERSHAM AND SITTINGBOURNE
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Achievements and performance (continued)

and who is an active attendee of Multidisciplinary Team Meetings where they identify patients who need further support across the community. This contract has been extended for a further year.

Specialist Dementia Services

This service encompasses many strands and has support available to people from pre diagnosis of memory concerns through to more in-depth support where required.

Fountain specialist day care

Our Dementia Day sessions were reopened where Covid restrictions allowed, and we noticed immediately the deterioration of many people who had really been impacted by the isolation that the initial stages of the pandemic had caused. There was immediate support required for both our clients and their family members/carers and where it was safe to do so we reopened our centre 5 days a week. We did have to close intermittently through the year due to covid staffing challenges, however we endeavoured to keep this to a minimum as we understood the impact that this would have. Our centre when opened supported clients 5 days a week Monday to Friday and included transport to the centre, refreshments, cognitive activities and a hot two course freshly prepared lunch. Through the year we supported a total of 1259 sessions.

Due to additional funding received from The Clothworkers Foundation and a legacy from Iris Skinner's Estate we were able to purchase a magic table (Tovertafel) from Tover.

"Discover Tovertafel 2 Discover the genius of play We believe in the power of play. Whether it's breaking through apathy, increasing social interaction or physical activity or reducing restless or tense behaviour, play is the ultimate solution. The unique Tovertafel 2 games provide more than just fun and wonder. They have a positive impact on the quality of life of people with cognitive challenges.

What is the Tovertafel? The Tovertafel projects interactive games and vibrant images onto a surface such as a table or floor. The varied games respond to the movements of the players and have one thing in common: they have a serious purpose besides providing pleasure and entertainment."

We look forward to the positive impact this piece of equipment will bring to all of our clients.

One of our clients' daughters who is full time carer and LPA commented, "Mum is really enjoying her time at the fountain, she looks forward to going and it's a game changer all staff are amazing including the Domestic side and Mum seems so much happier a really big thank you!"

Fountain Companionship

This service was launched during Covid to enable us to support clients and their families/carers living with dementia. This service has continued to grow and is highly valued by the people who access it. This service is completely bespoke to an individual and provides 1-1 support based on the specific needs of the person living with dementia and their family/carers. These visits can vary in time, length of time and reason. They may provide carer's respite, taking the client to enjoy their favourite hobbies such as golf, visiting aviation museums. The service has shown positive impact on our client's and their families' lives enabling them to continue to enjoy their lives and hobbies that they enjoyed before diagnosis.

Cogs Clubs

This service was reopened, and we very quickly realised that people we had previously supported with COGS were no longer able to attend these sessions as their health had deteriorated through the pandemic which meant that they no longer met the criteria for these sessions. We continued to support people via other services, however we had to restart the COGS sessions from a new starting point. By the end of the year we had COGS sessions running for up to 12 people per session in both Sittingbourne and Faversham. Due to the successful bid in partnership with Alzheimers & Dementia Support we look forward in 2022 to supporting many more people and will increase our sessions across of region to reach more people.

AGE UK FAVERSHAM AND SITTINGBOURNE
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Achievements and performance (continued)

Dementia/Memory Cafes

This service was reopened and unfortunately, we again had to start from scratch due to the changes caused by the pandemic. We reopened our café initially in Faversham and worked with The Abbey Physic Garden for them to provide a location in Faversham. This is a lovely location chosen for its beauty and peacefulness and has been extremely popular with attendees. Due to funding confirmed at the end of the year from KCC (Kent County Council) via our partnership with Alzheimers & Dementia Support Services we will be increasing our cafes to include Sittingbourne and a more rural location. We look forward to supporting many more people at our memory cafes through 22/23.

Information and Advice

This absolutely vital, free service continued to offer advice on welfare benefits and associated aspects to many older people, their families and carers across the area. The service also supported the Sheppey area during February and March of 2022.

The service supports people in many ways

- Welfare benefits:
- Benefit checks
- Form filling for: Attendance Allowance, Personal Independence Payment, Employment and Support Allowance, Disability Living Allowance, Universal Credit, Job Seekers Allowance, Carers Allowance, Pension Credit, State Pension, Housing Benefit, Council Tax Support, Council Tax Reduction.
- Housing:
- Supporting people to understand and navigate the range of options available.
- Help with applying to the Housing Register.
- Health & Social Care:
- Advice on accessing Social Care support for both funded & self-funded clients.
- Advice on statutory rights to Assessments.
- Advice on hospital discharge procedures.

Other:

- Information only on Power of Attorney's / Wills (not advice or help with applications).
- Help with Blue Badge and Disability Bus Pass applications.

The service is quality assured and training is undertaken by Advisors and Volunteers to ensure they are up to date with the advice given.

In the last year we have supported in excess of 1000 people and realised over £700k of benefits for our clients

Number of clients, 1098
Benefit Take-up, £772,956

This service was funded using some of the grant funding from Kent County Council, unfortunately this grant funding is no longer in existence, however The Trustees appreciate how important this service is to our community and have agreed to fund from reserves for the year 22/23 or until alternative funding can be sourced.

We rely on fundraising and grants to deliver our services.

Governance, structure and management

The Board of Trustees met monthly throughout the year as did the HR & Finance subcommittee to ensure the Charity was steered through the pandemic. A skills audit and gap analysis were completed through the year and will direct future recruitment of further trustees. A Health & Safety subcommittee was formed during the year 21/22 which is led by the Health & Safety lead Trustee, Alan Horton. The lead safeguarding Trustee is Donna

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Achievements and performance (continued)

Reed.

Strategic Direction and Challenges

The strategic plan that had been created was massively impacted by the Covid pandemic and has led to a pause and reflection. The strategic plan will be reviewed in 2021/22.

Wellbeing grants from Kent County Council were confirmed as ending in March 2022. KCC moved to a commissioning model and commissioned a number of contracts as a replacement. Age UK Faversham & Sittingbourne tendered for both the Wellbeing Contract and the Post Diagnostic dementia support wellbeing Contract with a number of lead partners. This contract was awarded in February 2022 with a go live date of April 2022. Age UK Faversham & Sittingbourne were not successful in any of their bids for the Wellbeing Contract, however, were successful in their bid for the post diagnostic dementia support services in partnership with Alzheimers & Dementia Support Services.

The contract award will mean a substantial loss of income for Age UK Faversham & Sittingbourne. A lot of work has been done during the previous year including a restructure of the organisation to enable us to sustain this loss, however there is no doubt there will be an impact and the Board of Trustees will review their strategy in line with this loss.

We do however look forward to mobilising the new post diagnostic dementia support contract with both Alzheimers & Dementia Support Services and Age UK Sheppey and having the opportunity to support many more people across the Faversham & Sittingbourne areas who are living with memory issues.

We continue to work to create and build new strategic partnerships for service delivery with local housing organisations, local charitable organisations and community groups.

Organisation

In 2021 the Charity was re awarded its ISO9001:2015 quality standards.

In February 2022 the Charity achieved Kent & Medway Workplace Wellbeing Bronze Award.

A thorough service review was carried out to ensure that the Charity's services were appropriate and sustainable.

Payroll was moved to Xero from Sage in April 2021 which gave cost and process efficiencies and tied in with our invoicing system which had already moved to this system.

There was a price increase in September 2021 for our Hands 2 Help service to ensure services could still be delivered taking into account the increase of employment costs and PPE (Personal Protective Equipment) costs.

Clients

The ability of clients to remain living independently, for as long as they wish to, continues to be the main focus of the Charity's operations.

Across all services, the Charity supported almost 2,000 individuals in a variety of ways.

The majority of clients were aged 70+ and the ratio of all clients was 56% female, 44% male which was a 4% increase in male clients.

Clients were able to give feedback during the year by a variety of means including client forums and feedback surveys.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Achievements and performance (continued)

The 'Kent Impact Management' system was used during the period to monitor and report on changes in wellbeing amongst a sample client base. Results demonstrated an increase in the wellbeing of clients in the months following their first engagement with the Charity's services. We introduced the use of other impact modelling tools during this time.

Staff and Volunteers

The Charity employed 44 staff, most of whom work on a part time basis.

In June 2021 a restructure of the charity took place to ensure sustainability and flexibility of the charity.

The Charity employed a Head of Finance to support the CEO (Chief Executive Officer) in this regard. It was noted by the Trustees that as the Charity was now classed as a medium size charity that recommendations were that a qualified financial professional should join the team.

The Charity's work would not be possible without the commitment and contribution made by the enthusiastic volunteers who freely give their time for the benefit of older people in the area.

During the year volunteer numbers remained low as many people did not return as there was still a fear of Covid.

Trustees

All trustees were expected to attend at least one formal training course per year to develop their roles.

Communications and Fundraising

Social media continues to accumulate further followers and has been a key way to communicate messages through the pandemic.

A part time self-employed fundraiser was engaged by the Charity to support with fundraising and marketing support.

Local radio and press have been helpful in our communications this year.

● **Fundraising activities and income generation**

The Charity has undertaken various fundraising activities but on a much smaller scale than usual during the financial year in order to raise additional funds, with the aim of applying these towards the charitable objectives. The Charity has ensured compliance with the appropriate fundraising regulations.

Financial review

● **Going concern**

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

Much work was done on cost control, efficiency savings and income development, and as such the Board of Trustees are expecting to see further sustainability measures in 2022/23.

AGE UK FAVERSHAM AND SITTINGBOURNE
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

● **Reserves policy**

The Charity needs reserves to safeguard its day to day services by maintaining a positive cashflow position without recourse to borrowing. The reserves policy is reviewed when considering the annual budget and setting charges and spending levels for the forthcoming financial year.

A designated fund was created in the comparative period to allow for staff redundancy provision in the event of the Charity being wound up. This had an effect of the level of free reserves, but was felt to be a prudent action.

A working balance of six months gross operating costs is regarded as a reasonable level of free reserves for the Charity to hold. With these costs being an estimated £615,000, the Charity has been able to achieve this target in the 2021/22 financial year.

The Charity closed the year in a position of strength in terms of reserves. However, in light of the reduction in funding from Kent County Council, and hence a predicted loss in the 2023 financial year the trustees deemed it prudent to revise the policy accordingly.

The reserve policy set was to maintain free reserves of £100,000 in order to meet close down costs. This policy will be reviewed on a quarterly basis.

● **Principal risks and uncertainties**

The Charity continues to positively manage risk as a high priority. Risks are identified by the Board of Trustees on a regular basis against a Risk Register, which is updated as necessary.

Guidance and instruction to the Board from the Charity Commission about managing risk is regularly reviewed and implemented.

The main risks that face the Charity are:

- Loss of core grants from the Local Authority which would represent a significant loss of income.
- Unplanned capital expenditure on repairs and replacements to premises and vehicles.
- Reduced demand for services.
- Increased cost of providing services.
- Competition for some services from other local providers.

● **Principal funding**

Despite many years of receiving numerous legacies, donations and core funding, these resources remain on the decline.

The cessation of core statutory grants, and the replacement of these with competitive contracts will mean that the charity will have to look at full cost recovery for its main services

The Trustees have continued to look at other ways to fund required services to the community. Future strategy includes the opening of new services which will be self-sustainable or funded by sources other than statutory funding. We also plan to collaborate with other organisations to work to reduce costs and increase reach.

AGE UK FAVERSHAM AND SITTINGBOURNE
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

● **Results for the year**

The results for the year are set out within the Statement of financial activities, and shows a surplus for the year of £153,096 (2021: £215,581), with total income of £1,385,637 (2021: £1,242,599) and total expenditure of £1,232,541 (2021: £1,027,018). As set out in the Balance sheet, at the reporting date the Charity holds total funds of £883,982, with £458,325 being held in designated funds, £67,024 in restricted funds, and £358,633 in unrestricted general funds.

Structure, governance and management

● **Constitution**

Age UK Faversham and Sittingbourne is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association.

● **Methods of appointment or election of Trustees**

Age UK Faversham and Sittingbourne recognises that effective trustee recruitment and training is one of the fundamental principles underpinning its governance.

The Charity also recognises that members of the governing body should have a diverse range of skills, experience and knowledge. Furthermore, they should represent stakeholders and service users and aim to reflect the local community.

The recruitment process is undertaken openly with all prospective candidates being given a realistic understanding of the duties involved and the remit and the structure of the Charity.

All Trustees are recruited in accordance with the Charity's governing document.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Structure, governance and management (continued)

• **Organisational structure and decision-making policies**

General control and management of the administration of the Charity is carried out by the Board of Trustees who are appointed by way of nomination and election by the membership in accordance with the procedures detailed in the governing documents.

The Board of Trustees is authorised to appoint new trustees to fill vacancies through resignation or death of an existing trustee. Prospective trustees are interviewed by the Chair and Chief Executive Officer and, if appointed, are provided with a role description and are required to undertake induction training in the work of the organisation and its policies and procedures.

Trustees formulate the strategic direction of the Charity and have overall responsibility for ensuring that the Charity has appropriate systems of control, financial and otherwise. Responsibility for day to day management of services is delegated to the Chief Executive Officer.

Systems of internal control are designed to provide reasonable but not absolute assurance against material misstatement or loss. They include:

- a strategic plan and annual budget approved by the Trustees;
- regular consideration by the Trustees of financial results, variance of budgets, non-financial performance indicators and benchmarking reviews;
- delegation of authority and segregation of duties;
- identification and management of risk, and;
- regular review of the Charity's policies and procedures.

The Charity is a Brand Partner of Age UK and is required to meet the national Charity Quality Standards laid down by them.

• **Policies adopted for the induction and training of Trustees**

New trustees are given an information pack which includes copies of the Charity's governing documents and other relevant information. They are also given induction training and the support that they require to undertake their duties effectively. Ongoing training is identified through annual reviews and arrangements made for relevant training to be provided from either the Charity or other external sources.

Trustees also receive regular briefings on the work of the Charity to help them ensure that its stated aims and objectives are being carried out in a proper manner within the financial resources available for that purpose.

• **Employee Involvement**

Employees have been consulted on issues of concern to them by means of regular check-ins, appraisal and staff meetings, and have been kept informed on specific matters directly by management, this has been mainly by electronic means due to the difficulty of getting all of the team in one place at the same time. All staff briefings are recorded and circulated by email.

The Charity has implemented a number of detailed policies and procedures in relation to all aspects of personnel and service delivery matters, including equality and diversity; health and safety; the protection of vulnerable adults; data protection; and confidentiality etc.

An annual strategy day, involving Trustees and senior staff was held in February 2022.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Structure, governance and management (continued)

● **Covid 19**

The Covid 19 pandemic has had a massive impact across every aspect of our organisation. The changes in Government guidance and lockdown requirements put huge pressure on the senior leadership team of the Charity to ensure all employees, volunteers and our clients remained as safe as possible whilst continuing to support our clients to ensure they were still receiving vital services and ensuring feelings of loneliness and isolation was kept as low as possible.

The full impact of the pandemic on the UK economy is yet to be seen, but the Charity will continue to seek to mitigate this risk by following the UK Government's guidelines and adapting/developing its own internal strategy.

Our clients had lost their day-to-day physical contact via our day centres, our dementia clients had not been receiving the stimulation and social interaction that they need, and their carers have really struggled with isolation and 24/7 care requirements. We have worked hard to build confidence in all of our groups to encourage people to return to their pre Covid groups.

Closure of some services resulted in our income reducing and the Charity had to re-evaluate their way of delivering services. The changes that have been made will be carried forward into our post pandemic world.

We have made significant changes to the services we will operate moving forward, social distancing is a real challenge, given the limited space we have and the vulnerability of our client base, that said, both the management team and board of trustees feel very hopeful and positive for the future. We are exploring areas of new income and ways in which to grow our current business.

We would like to take this opportunity to thank all of the staff and volunteers who worked tirelessly through the pandemic and their family members who supported them to do so. We would also like to pay tribute to the many other local services who worked with us to ensure our clients were kept as safe as possible.

We did lose a number of clients to the pandemic which was exceptionally sad and very hard for our team. They will never be forgotten and will always remain in our memories as part of our Age UK F&S family.

Plans for future periods

The appointment of an experienced Chief Executive Officer has strengthened the Charity's Day to day management and strategic vision. The Charity continues to seek to control costs in all areas and to achieve as much sustainable income as possible.

Key areas for the future include the expansion and development of our services for people living with dementia and their carers.

Funding continues to be both a key risk and a key priority for the Charity. The move by Kent County Council away from core grants, and towards contracts, continues and some services will see this transformation in the coming year. Obtaining contracted income would be beneficial in that the future financial position can be better managed through the knowledge of defined contract periods. However, the risk of not winning tenders and/or securing further funding remains a possibility.

The last three years have been a very difficult time for the Charity, but Trustees are confident that a Board with a broad skill set, and a strong management team have ensured that a corner has been turned both operationally and financially. The Charity's purpose is to meet the needs of the over 55's in the community we serve, and Trustees are confident that this will continue to be achieved.

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

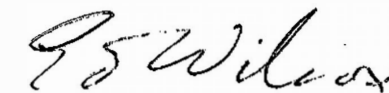
Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' Report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

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


Mrs D Reed
Chair


Dr E J Wilcox
Treasurer

Date 18 January 2023

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF AGE UK FAVERSHAM AND SITTINGBOURNE

Opinion

We have audited the financial statements of Age UK Faversham and Sittingbourne (the 'charitable company') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF AGE UK FAVERSHAM AND
SITTINGBOURNE (CONTINUED)**

Other information

The other information comprises the information included in the Annual Report other than the financial statements and our Auditors' Report thereon. The Trustees are responsible for the other information contained within the Annual Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF AGE UK FAVERSHAM AND
SITTINGBOURNE (CONTINUED)**

Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' Report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Capability of the audit in detecting irregularities, including fraud

Based on our understanding of the Charity and the sector as a whole, and through discussion with the Trustees and other management (as required by auditing standards), we identified that the principal risks of non-compliance with laws and regulations related to health and safety, anti-bribery and employment law. We considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities SORP (FRS 102) Second Edition (released October 2019), the Companies Act 2006 (to leave in for charitable companies but remove for unincorporated charities) and other relevant charity legislation.

We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit. We evaluated Trustees' and management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks related to: posting inappropriate journal entries to increase revenue or reduce expenditure;

and management bias in accounting estimates and judgemental areas of the financial statements. Audit procedures performed by the engagement team included:

Discussions with management and assessment of known or suspected instances of non-compliance with laws and regulations (including health and safety) and fraud; and
Assessment of identified fraud risk factors; and
Review of cash expenditure to confirm no evidence of personal benefit; and
Challenging assumptions and judgements made by management in its significant accounting estimates; and
Performing analytical procedures to identify any unusual or unexpected relationships, including related party transactions, that may indicate risks of material misstatement due to fraud; and
Confirmation of related parties with management, and review of transactions throughout the period to identify any previously undisclosed transactions with related parties outside the normal course of business; and
Reading minutes of meetings of those charged with governance; and
Physical inspection of tangible assets susceptible to fraud or irregularity; and
Review of significant and unusual transactions; and
Identifying and testing journal entries, in particular any manual entries made at the year end for financial statement preparation.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance.

The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF AGE UK FAVERSHAM AND
SITTINGBOURNE (CONTINUED)**

intentional concealment, forgery, collusion, omission or misrepresentation.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion of the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Trustees.
- Conclude on the appropriateness of the Trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our Auditors' Report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our Auditors' Report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an Auditors' Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Hedley Dunk Limited
Chartered Accountants and Statutory Auditors
Trinity House
3 Bullace Lane
Dartford
Kent
DA1 1BB

18 January 2023

Hedley Dunk Limited are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2022

	Note	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:					
Donations and legacies	3	675,354	140,017	815,371	849,210
Charitable activities	4	535,571	-	535,571	384,351
Other trading activities	5	990	-	990	43
Investments	6	33,705	-	33,705	8,995
Total income		1,245,620	140,017	1,385,637	1,242,599
Expenditure on:					
Raising funds		708	-	708	338
Charitable activities	7	1,150,145	81,688	1,231,833	1,026,680
Total expenditure		1,150,853	81,688	1,232,541	1,027,018
Net income		94,767	58,329	153,096	215,581
Transfers between funds	17	7,447	(7,447)	-	-
Net movement in funds		102,214	50,882	153,096	215,581
Reconciliation of funds:					
Total funds brought forward		714,744	16,142	730,886	515,305
Net movement in funds		102,214	50,882	153,096	215,581
Total funds carried forward		816,958	67,024	883,982	730,886

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 22 to 36 form part of these financial statements.

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)
REGISTERED NUMBER: 08412045

BALANCE SHEET
AS AT 31 MARCH 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	12	335,481	309,353
		<u>335,481</u>	<u>309,353</u>
Current assets			
Stocks	13	4,068	2,437
Debtors	14	59,038	44,215
Cash at bank and in hand		589,652	498,804
		<u>652,758</u>	<u>545,456</u>
Creditors: amounts falling due within one year	15	(51,235)	(71,688)
Net current assets		<u>601,523</u>	<u>473,768</u>
Total assets less current liabilities		<u>937,004</u>	<u>783,121</u>
Creditors: amounts falling due after more than one year	16	(53,022)	(52,235)
Net assets excluding pension asset		<u>883,982</u>	<u>730,886</u>
Total net assets		<u><u>883,982</u></u>	<u><u>730,886</u></u>
Charity funds			
Restricted funds:			
Restricted funds	17	67,024	16,142
Total restricted funds	17	<u>67,024</u>	<u>16,142</u>
Unrestricted funds			
Designated funds	17	458,325	444,066
General funds	17	358,633	270,678
Total unrestricted funds	17	<u>816,958</u>	<u>714,744</u>
Total funds		<u><u>883,982</u></u>	<u><u>730,886</u></u>

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)
REGISTERED NUMBER: 08412045

BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2022

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

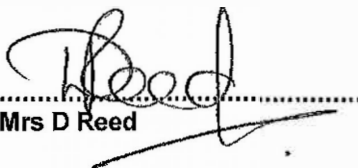
The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 144 of the Charities Act 2011.

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

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

The financial statements were approved and authorised for issue by the Trustees on 18 January 2023 and signed on their behalf by:



.....
Mrs D Reed



.....
Dr E J Wilcox

The notes on pages 22 to 36 form part of these financial statements.

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2022

	2022 £	2021 £
Cash flows from operating activities		
Net cash used in operating activities	105,874	216,923
Cash flows from investing activities		
Dividends, interests and rents from investments	33,705	8,995
Proceeds from the sale of intangible assets	7,000	152,500
Purchase of tangible fixed assets	(50,731)	(55,369)
Net cash (used in)/provided by investing activities	(10,026)	106,126
Cash flows from financing activities		
Repayments of borrowing	(5,000)	(3,284)
Net cash used in financing activities	(5,000)	(3,284)
Change in cash and cash equivalents in the year	90,848	319,765
Cash and cash equivalents at the beginning of the year	498,804	179,039
Cash and cash equivalents at the end of the year	589,652	498,804

The notes on pages 22 to 36 form part of these financial statements

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

1. General information

Age UK Faversham & Sittingbourne is a company limited by guarantee with the company registration number 08412045 and the charity registration number 1152234. The address of the registered office is The Old Fire Station, Crescent Road, Faversham, Kent, ME13 7GU and is the principal place of business. The main objects of the Charitable Company are to: prevent or relieve the poverty of older people; to advance the education of older people; to prevent or relieve sickness, disease or suffering in older people (whether emotional, mental or physical); to assist older people in need by reason of ill-health, disability, financial hardship, social exclusion or other disadvantage; and such other charitable purposes for the benefit of older people as the trustees may from time to time decide, the outcome of this being the promotion of the well-being of older people.

2. Accounting policies

2.1 Basis of preparation of financial statements

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

Age UK Faversham and Sittingbourne meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Income

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

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Charity, can be reliably measured.

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

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

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

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

2. Accounting policies (continued)

2.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

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

All expenditure is inclusive of irrecoverable VAT.

2.4 Government grants

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

2.5 Interest receivable

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

2.6 Tangible fixed assets and depreciation

Tangible fixed assets costing £1000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

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

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

Depreciation is provided on the following basis:

Freehold property	-	2% straight line
Motor vehicles	-	20% reducing balance
Fixtures and fittings	-	25% straight line

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

2. Accounting policies (continued)

2.7 Stocks

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

2.8 Debtors

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

2.9 Cash at bank and in hand

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

2.10 Liabilities and provisions

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

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

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

2.11 Financial instruments

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

2.12 Operating leases

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

2.13 Pensions

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

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

2. Accounting policies (continued)

2.14 Fund accounting

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

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

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

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Donations	12,956	3,510	16,466	44,329
Legacies	185,673	-	185,673	20,016
Grants	5,000	16,740	21,740	34,125
Government grants	471,725	119,767	591,492	750,740
	<u>675,354</u>	<u>140,017</u>	<u>815,371</u>	<u>849,210</u>
Total 2021	<u>745,983</u>	<u>103,227</u>	<u>849,210</u>	

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

4. Income from charitable activities

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Well Being Services	95,843	95,843	15,785
F&S Food	207,309	207,309	239,295
Bathing and Nail Care	-	-	441
Dementia Services	86,004	86,004	25,208
COGS Club	10,661	10,661	8,710
Hands to Help	135,754	135,754	94,912
	<u>535,571</u>	<u>535,571</u>	<u>384,351</u>
Total 2021	<u>384,351</u>	<u>384,351</u>	

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Fundraising	990	990	43
	<u>43</u>	<u>43</u>	
Total 2021	<u>43</u>	<u>43</u>	

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

6. Investment income

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Rent receivable	33,639	33,639	8,814
Deposit account interest	66	66	181
Total 2022	33,705	33,705	8,995
Total 2021	8,995	8,995	

7. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
Charitable Activities	1,150,145	81,688	1,231,833	1,026,680
Total 2021	935,195	91,485	1,026,680	

Summary by expenditure type

	Staff costs 2022 £	Depreciation 2022 £	Other costs 2022 £	Total 2022 £	Total 2021 £
Charitable Activities	816,683	24,604	390,546	1,231,833	1,026,680
Total 2021	758,855	23,126	244,699	1,026,680	

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

8. Analysis of expenditure by activities

	Activities undertaken directly 2022 £	Support costs 2022 £	Total funds 2022 £	Total funds 2021 £
Charitable Activities	812,078	419,755	1,231,833	1,026,680
Total 2021	590,305	436,375	1,026,680	

Analysis of direct costs

	Total funds 2022 £	Total funds 2021 £
Staff costs	620,426	450,634
Catering costs	115,013	78,390
Motor and travel expenses	35,723	33,537
Staff training	395	-
Rent & room hire	3,455	-
Insurance	593	-
Repairs and maintenance	23,119	-
Printing, postage, stationery and telephone	1,774	-
Legal and professional fees	82	-
Miscellaneous expenses	11,498	-
Restricted grant expenditure	-	27,744
	812,078	590,305

Analysis of support costs

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

8. Analysis of expenditure by activities (continued)

Analysis of support costs (continued)

	Total funds 2022 £	Total funds 2021 £
Staff costs	196,257	308,221
Depreciation	24,604	23,126
Staff training	4,391	2,724
Rent & room hire	13,860	17,604
Bad debts	8,020	7,447
Light, heat and water rates	10,748	14,784
Bank charges and interest	9,494	5,225
Insurance	10,888	9,910
Repairs and maintenance	80,036	64,180
Leasing costs	6,607	8,338
Printing, postage, stationery and telephone	20,065	21,182
Legal and professional fees	5,296	12,919
Auditor's remuneration	5,400	6,912
Loss / (profit) on disposal of fixed assets	(7,000)	(74,354)
Miscellaneous expenses	31,089	8,157
	<u>419,755</u>	<u>436,375</u>

9. Auditors' remuneration

The auditors' remuneration amounts to an auditor fee of £5,400 (2021 - £6,912).

10. Staff costs

	2022 £	2021 £
Wages and salaries	768,487	719,878
Social security costs	38,768	29,799
Contribution to defined contribution pension schemes	9,428	9,178
	<u>816,683</u>	<u>758,855</u>

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

	2022 No.	2021 No.
Employees	<u>51</u>	<u>61</u>

AGE UK FAVERSHAM AND SITTINGBOURNE
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

10. Staff costs (continued)

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

The remuneration of the key management personnel in the year, including employer's national insurance contributions, amounted to £64,980 (2021 - £63,218)

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 March 2022, no Trustee expenses have been incurred (2021 - £NIL).

12. Tangible fixed assets

	Freehold property £	Motor vehicles £	Fixtures and fittings £	Total £
Cost or valuation				
At 1 April 2021	282,087	38,882	103,817	424,786
Additions	-	45,380	5,353	50,733
At 31 March 2022	<u>282,087</u>	<u>84,262</u>	<u>109,170</u>	<u>475,519</u>
Depreciation				
At 1 April 2021	27,329	12,764	75,340	115,433
Charge for the year	4,504	7,656	12,444	24,604
At 31 March 2022	<u>31,833</u>	<u>20,420</u>	<u>87,784</u>	<u>140,037</u>
Net book value				
At 31 March 2022	<u>250,254</u>	<u>63,842</u>	<u>21,386</u>	<u>335,482</u>
At 31 March 2021	<u>254,758</u>	<u>26,118</u>	<u>28,477</u>	<u>309,353</u>

13. Stocks

	2022 £	2021 £
Finished goods and goods for resale	<u>4,068</u>	<u>2,437</u>

AGE UK FAVERSHAM AND SITTINGBOURNE
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

14. Debtors

	2022 £	2021 £
Due within one year		
Trade debtors	55,932	42,863
Other debtors	-	182
Prepayments and accrued income	3,106	1,170
	<u>59,038</u>	<u>44,215</u>

15. Creditors: Amounts falling due within one year

	2022 £	2021 £
Bank loans	4,405	4,060
Trade creditors	15,081	22,142
Other taxation and social security	12,882	8,344
Pension fund loan payable	57	-
Other creditors	2,971	250
Accruals and deferred income	15,839	36,892
	<u>51,235</u>	<u>71,688</u>

16. Creditors: Amounts falling due after more than one year

	2022 £	2021 £
Bank loans	<u>53,022</u>	<u>52,235</u>

AGE UK FAVERSHAM AND SITTINGBOURNE
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

17. Statement of funds

Statement of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Unrestricted funds					
Designated funds					
Fixed Asset Fund	309,353	-	(23,481)	16,743	302,615
Redundancy Fund	134,713	-	-	(9,339)	125,374
Building Fund	-	-	(14,664)	30,000	15,336
IT Sales Force Fund	-	-	-	15,000	15,000
	<u>444,066</u>	<u>-</u>	<u>(38,145)</u>	<u>52,404</u>	<u>458,325</u>
General funds					
General Funds - all funds	<u>270,678</u>	<u>1,245,620</u>	<u>(1,112,708)</u>	<u>(44,957)</u>	<u>358,633</u>
Total Unrestricted funds	<u>714,744</u>	<u>1,245,620</u>	<u>(1,150,853)</u>	<u>7,447</u>	<u>816,958</u>
Restricted funds					
Restricted Donations Various	7,447	3,510	(816)	(7,447)	2,694
Dementia Cafes	4,590	4,590	(450)	-	8,730
Colyer Ferguson	4,105	-	(4,105)	-	-
COMF Electric People Carrier	-	43,348	(10,482)	-	32,866
Swale Self Isolation Fund	-	25,000	(4,661)	-	20,339
Staff Wellness Grant	-	650	-	-	650
Walking Football Funds	-	5,000	(3,689)	-	1,311
WRRF	-	5,225	(5,225)	-	-
ICF	-	32,660	(32,576)	-	84
Bensted Charity Grant	-	1,500	(1,500)	-	-
East Kent Strategy PPE Grant	-	1,000	(662)	-	338
Swale Lighting Grant	-	9,095	(9,095)	-	-
Clothworker Foundation Fund	-	5,000	(5,000)	-	-
Walking Netball Funds	-	3,439	(3,427)	-	12
	<u>16,142</u>	<u>140,017</u>	<u>(81,688)</u>	<u>(7,447)</u>	<u>67,024</u>
Total of funds	<u>730,886</u>	<u>1,385,637</u>	<u>(1,232,541)</u>	<u>-</u>	<u>883,982</u>

AGE UK FAVERSHAM AND SITTINGBOURNE
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

17. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Unrestricted funds					
Designated funds					
Fixed Asset Fund	355,256	20,016	(23,126)	(42,793)	309,353
Redundancy Fund	111,426	-	(9,194)	32,481	134,713
	<u>466,682</u>	<u>20,016</u>	<u>(32,320)</u>	<u>(10,312)</u>	<u>444,066</u>
General funds					
General Funds - all funds	<u>47,128</u>	<u>1,119,356</u>	<u>(903,213)</u>	<u>7,407</u>	<u>270,678</u>
Total Unrestricted funds	<u>513,810</u>	<u>1,139,372</u>	<u>(935,533)</u>	<u>(2,905)</u>	<u>714,744</u>
Restricted funds					
Restricted Donations Various	467	6,500	-	480	7,447
Dementia Cafes	-	4,590	-	-	4,590
Colyer Ferguson	-	9,428	(3,709)	(1,614)	4,105
Living Well	548	20,000	(20,548)	-	-
Day Care Refurbishments	480	-	-	(480)	-
Restricted Grants Various	-	9,156	(9,156)	-	-
ICF	-	9,262	(9,262)	-	-
WCF	-	3,151	(3,151)	-	-
Age UK Emergency Fund	-	6,652	(6,652)	-	-
Charity Loan Spend	-	-	(4,519)	4,519	-
Care Navigator	-	34,488	(34,488)	-	-
	<u>1,495</u>	<u>103,227</u>	<u>(91,485)</u>	<u>2,905</u>	<u>16,142</u>
Total of funds	<u>515,305</u>	<u>1,242,599</u>	<u>(1,027,018)</u>	<u>-</u>	<u>730,886</u>

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

18. Summary of funds

Summary of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Designated funds	444,066	-	(38,145)	52,404	458,325
General funds	270,678	1,245,620	(1,112,708)	(44,957)	358,633
Restricted funds	16,142	140,017	(81,688)	(7,447)	67,024
	<u>730,886</u>	<u>1,385,637</u>	<u>(1,232,541)</u>	<u>-</u>	<u>883,982</u>

Summary of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Designated funds	466,682	20,016	(32,320)	(10,312)	444,066
General funds	47,128	1,119,356	(903,213)	7,407	270,678
Restricted funds	1,495	103,227	(91,485)	2,905	16,142
	<u>515,305</u>	<u>1,242,599</u>	<u>(1,027,018)</u>	<u>-</u>	<u>730,886</u>

19. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2022 £	Restricted funds 2022 £	Restricted funds - class ii 2022 £	Total funds 2022 £
Tangible fixed assets	302,615	32,866	-	335,481
Current assets	618,600	34,158	-	652,758
Creditors due within one year	(51,235)	-	-	(51,235)
Creditors due in more than one year	(53,022)	-	-	(53,022)
Total	<u>816,958</u>	<u>67,024</u>	<u>-</u>	<u>883,982</u>

AGE UK FAVERSHAM AND SITTINGBOURNE
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

19. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	309,353	-	309,353
Current assets	529,314	16,142	545,456
Creditors due within one year	(71,688)	-	(71,688)
Creditors due in more than one year	(52,235)	-	(52,235)
Total	714,744	16,142	730,886

20. Reconciliation of net movement in funds to net cash flow from operating activities

	2022 £	2021 £
Net income for the year (as per Statement of Financial Activities)	153,096	215,581
Adjustments for:		
Depreciation charges	24,604	23,126
Dividends, interests and rents from investments	(33,705)	(8,995)
Profit on the sale of fixed assets	(7,000)	(74,354)
Increase in stocks	(1,631)	(2,437)
Decrease/(increase) in debtors	(10,005)	28,496
Increase/(decrease) in creditors	(19,485)	35,506
Net cash provided by operating activities	105,874	216,923

21. Analysis of cash and cash equivalents

	2022 £	2021 £
Cash in hand	589,652	498,804
Total cash and cash equivalents	589,652	498,804

AGE UK FAVERSHAM AND SITTINGBOURNE
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

22. Analysis of changes in net debt

	At 1 April 2021	Cash flows	At 31 March 2022
	£	£	£
Cash at bank and in hand	498,804	90,848	589,652
Debt due within 1 year	(4,060)	(402)	(4,462)
Debt due after 1 year	(52,235)	(787)	(53,022)
	<u>442,509</u>	<u>89,659</u>	<u>532,168</u>

23. Pension commitments

The Charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to £9,428 (2021 - £9,178). Contributions totalling £57 (2021 - £Nil) were payable to the fund at the balance sheet date and are included in creditors.

24. Operating lease commitments

At 31 March 2022 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2022 £	2021 £
Not later than 1 year	5,124	9,013
Later than 1 year and not later than 5 years	3,204	1,920
	<u>8,328</u>	<u>10,933</u>

25. Related party transactions

Dr E J Wilcox, Trustee, is also a trustee of The Rotray Club of Faversham Trust Fund. During the financial year, the Charity received income from The Rotary Club of Faversham Trust Fund of £Nil (2021: £500). There are no amounts outstanding at the balance sheet date (2021: £Nil).

Accounts

Registered number: 08412045
Charity number: 1152234

Age UK Faversham and Sittingbourne
(A company limited by guarantee)

Trustees' report and financial statements
for the year ended 31 March 2021

Age UK Faversham and Sittingbourne
(A company limited by guarantee)

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Age UK Faversham and Sittingbourne
(A company limited by guarantee)

Reference and administrative details of the Charity, its Trustees and advisers
for the year ended 31 March 2021

Trustees

Miss L Wilson, Chair
Dr E J Wilcox, Treasurer
Mrs R G Madgwick
Ms H J Planner (resigned 29 July 2021)
Mr F Manoharan
Ms D Jackson, Vice Chair
Ms R K Maslen
Mr A Horton (appointed 10 May 2021)
Mr K Barker (appointed 2 August 2021)

Company registered number

08412045

Charity registered number

1152234

Registered office

The Old Fire Station
Crescent Road
Faversham
Kent
ME13 7GU

Company secretary

Mrs E Thorne (resigned 21 May 2020)
Mrs C E Burgess (appointed 26 May 2020)

Chief executive officer

Mrs E Thorne (resigned 21 May 2020)
Mrs C E Burgess (appointed 26 May 2020)

Age UK Faversham and Sittingbourne
(A company limited by guarantee)

Reference and administrative details of the Charity, its Trustees and advisers (continued)
for the year ended 31 March 2021

Independent auditor

Kreston Reeves LLP
Chartered Accountants
Statutory Auditor
Montague Place
Quayside
Chatham Maritime
Chatham
Kent
ME4 4QU

Bankers

Nat West
13 Market Place
Faversham
Kent
ME13 7AW

Age UK Faversham and Sittingbourne
(A company limited by guarantee)

Trustees' report
for the year ended 31 March 2021

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

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

Objectives and activities

a. Policies and objectives

The objectives of the Charity are:

- preventing or relieving the poverty of older people;
- advancing the education of older people;
- preventing or relieving sickness, disease or suffering in older people (whether emotional, mental or physical);
- assisting older people in need by reason of ill-health, disability, financial hardship, social exclusion or other disadvantage; and
- such other charitable purposes for the benefit of older people as the Trustees may from time to time decide, the outcome of this being the promotion of the well-being of older people.

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

b. Volunteers

The Charity's work would not be possible without the commitment and contribution made by the enthusiastic volunteers who freely give their time for the benefit of older people in the area.

c. Main activities undertaken to further the Charity's purposes for the public benefit

The Trustees of the Charity have had due regard to the Charity Commission's general guidance on public benefit. The Charity's objectives and aims have been reviewed taking this guidance into consideration and are still deemed to be appropriate.

Age UK Faversham and Sittingbourne
(A company limited by guarantee)

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

Achievements and performance

a. Review of activities

Achievements for the public benefit directly supported an estimated 2000 individuals and have been demonstrated under the following broad headings:

- **Day Services** - The Charity has two centres, one in Faversham and one Sittingbourne. These provide a range of wellbeing services and act as a hub for local older people. Both centres closed their doors due to Covid-19 in the latter part of March 2020 and services within the centre were opened and closed throughout the year based on risk assessments based around the pandemic. Even when doors were opened they were opened to small groups of people. In January 2021, the Sittingbourne centre was handed to the Sittingbourne PCN for the use of a community vaccination hub. The local area was unable to find a site large enough for their use and the centre having a central location and a good space was ideal for this use. This vaccination centre stayed within the Sittingbourne centre for the rest of this financial year. Both of the centre's assisted bathing, foot care and hairdressing services were also closed at the end of March. Footcare and Hairdressing were open and closed depending on Government guidance through the year at the Faversham site.
- **Community Services Meals** - A full review of the catering service was undertaken with the help of an outside Consultant and a decision was made to combine the kitchens into the Faversham site. A complete revamp of menus was also undertaken to ensure inclusivity for all. The requirements for hot meals to be delivered through the pandemic remained high and approx. 80 meals a day were delivered. This service provides a valuable wellbeing check on vulnerable clients as well as ensure a hot, nutritious, freshly cooked meal is delivered. The person who delivers the meal may well be the only person that our client sees all day and so not only is food delivered, but company and a wellbeing check at the same time which has proven to be invaluable to many clients when they have found themselves in difficulty and we have raised the alarm.
- **Hands 2 Help** - The service provides domestic assistance and shopping; this service was invaluable to the community during the pandemic. From April until July this service stopped all bar extremely essential domestic calls and instead completed shopping and prescription collections free of charge across the whole of our community. In September of this year a new gardening service was launched due to the demand from our local community. This service doesn't just provide gardening, it also includes clients in the gardening sessions should they wish to be involved and also offers a weekly welfare check of that person as well as providing company to the person receiving the service. Overall this service can reduce the feelings of loneliness and isolation and reduces the stress of not being able to manage their own garden.
- **Befriending** - This free service was stopped when the first lockdown was announced. Where it was appropriate then telephone befriending carried on. By the end of the year the face to face part of the service was still closed, however the telephone befriending and a newly launched penpal scheme were still in place. This service reduces the impact of loneliness and isolation across our community.
- **Community navigation** - This contract is provided in partnership with other organisations and was vital during the pandemic. This team worked closely with GP Surgeries etc. to ensure clinically extremely vulnerable people were supported as well as existing caseloads.

Age UK Faversham and Sittingbourne
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Trustees' report (continued)
for the year ended 31 March 2021

Achievements and performance (continued)

- Specialist Dementia Services Dementia day care - Dementia day sessions were stopped at the end of March 2020 due to the pandemic. This was devastating for clients and their families and whilst these services were open intermittently we had to find another way of supporting this group. We launched our Fountain Companionship during the pandemic to do this. We saw a devastating decline in cognitive ability of many of our clients living with dementia through the pandemic and an increase in the stresses that their carers were facing. We therefore developed our fountain companionship service to help alleviate these declines.
- Fountain Companionship - This service was launched to enable us to support clients and their families/carers living with dementia. Covid securely we visit on a 1-1 basis. These visits can vary in time length of time and reason. They may provide carer's respite, taking the client to enjoy their favourite hobbies such as golf. It is a truly bespoke 1-1 service which has shown a great impact on our client's and their families/ lives.
- Cogs Clubs – This service was closed due to the pandemic and remained closed throughout the year. This was a huge loss to people living with mild to moderate dementia as they lost the social activity and friendship opportunities with other people living with the same diagnosis. The cognitive stimulation provided by these sessions is proven to have a positive impact and we looked forward to reinstating these services as soon as possible.
- Dementia Cafes - This service was closed for face to face Cafes due to the pandemic, however our dementia outreach coordinator and volunteer continued to run the services virtually once a week. This service grew in numbers through the pandemic and was valued greatly. This virtual service ensured that carers and family members of people living with dementia could access support through the pandemic and also helped reduce the feelings of isolation and loneliness of carers. They could use this time to interact with other people dealing with similar situations and also request further support from our team members who facilitated this service.
- Dementia drop in clinics - This service was closed due to the pandemic and remained closed throughout the year. This has an impact on families and people living with dementia being able to access information and support pre and post dementia diagnosis.
- Information and Advice - This free service continued to offer advice on welfare benefits and associated aspects to many older people, their families and carers across the area through the pandemic. For much of the time this could only be completed by telephone or by virtual means. This was quite difficult for some clients and we introduced a risk assessment to allow some essential home visits. During the year a total of £618,830 in benefit payments was realised by the service.

Governance, structure and management

- The Board of Trustees met monthly throughout the year as did the HR & Finance subcommittee to ensure the Charity was steered through the pandemic. A skills audit and gap analysis was completed through the year and will direct future recruitment of further trustees.

Age UK Faversham and Sittingbourne
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Trustees' report (continued)
for the year ended 31 March 2021

Achievements and performance (continued)

Strategic Direction and Challenges

- The strategic plan that had been created was massively impacted by the Covid pandemic and has led to a pause and reflection. The strategic plan will be reviewed in 2021/22
- Wellbeing grants from Kent County Council were further extended and the commissioning process for this and dementia contracts will commence in July 2021 with a go live date of 2022.
- A restructure of the organisation in line with new services and the requirements of the wellbeing and dementia grants will take place in 2021/22.
- The pandemic caused us to deliver more services in the community, this in turn allowed us to build some new strategic partnerships for service delivery with local housing organisations, local charitable organisations and community groups.

Organisation

- In 2020 the Charity was re awarded its ISO9001 :2015 quality standards.
- A thorough service review was carried out to ensure that the Charity's services were appropriate and sustainable.
- A new finance system Xero was implemented for invoicing in June 2020 and payroll will follow in the next financial year.
- Tagtronics was introduced in January 2021 as a Customer relationship management system for the charity.
- There were price increases through the year for all services to reflect the increase in cost of PPE which had a large impact on the charity.

Clients

- The ability of clients to remain living independently, for as long as they wish to, continues to be the main focus of the Charity's operations.
- Across all services, the Charity supported almost 2,000 individuals in a variety of ways.
- The majority of clients were aged 70+ and the ratio of all clients was 60% female, 40% male.
- Clients were able to give feedback during the year by a variety of means including client forums and feedback surveys.
- The 'Kent Impact Management' system was used during the period to monitor and report on changes in wellbeing amongst a sample client base. Results demonstrated an increase in the wellbeing of clients in the months following their first engagement with the Charity's services.

Age UK Faversham and Sittingbourne
(A company limited by guarantee)

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

Achievements and performance (continued)

Staff and Volunteers

- The Charity employs 60 staff, most of whom work on a part time basis.
- The Charity's work would not be possible without the commitment and contribution made by the enthusiastic volunteers who freely give their time for the benefit of older people in the area.
- During the year there were substantially less volunteers actively involved with the Charity due to the Covid-19 pandemic. We look forward to welcoming them back as restrictions ease further and people feel more comfortable being around others.

Trustees

- All trustees were expected to attend at least one formal training course per year to develop their roles.

Communications and Fundraising

- Social media continues to accumulate further followers and has been a key way to communicate messages through the pandemic.
- A part time fundraiser was recruited into the Charity.
- Local radio and press have been helpful in our communications this year.

b. Fundraising activities and income generation

The Charity has undertaken various fundraising activities but on a much smaller scale than usual during the financial year in order to raise additional funds, with the aim of applying these towards the charitable objectives. The Charity has ensured compliance with the appropriate fundraising regulations.

Financial review

a. Going concern

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

Much work was done on cost control, efficiency savings and income development, and as such the Board of Trustees are expecting to see further sustainability measures in 2021/22.

Age UK Faversham and Sittingbourne
(A company limited by guarantee)

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

b. Reserves policy

The Charity needs reserves to safeguard its day to day services by maintaining a positive cashflow position without recourse to borrowing. The reserves policy is reviewed when considering the annual budget and setting charges and spending levels for the forthcoming financial year.

A designated fund was created in the comparative period to allow for staff redundancy provision in the event of the Charity being wound up. This had an effect of the level of free reserves, but was felt to be a prudent action.

A working balance of six months gross operating costs is regarded as a reasonable level of free reserves for the Charity to hold. With these costs being an estimated £615,000, the Charity has been able to achieve this target in the 2020/21 financial year.

c. Principal funding

Despite many years of receiving numerous legacies, donations and core funding, these resources remain on the decline. Uncertainty over the cessation of core statutory grants, and the replacement of these with competitive contracts, continues with the local authority once again pausing the engagement process and extending the grants for a further period.

The Trustees have continued to look at other ways to fund required services to the community. Future strategy includes the opening of new services which will be self-sustainable or funded by sources other than statutory funding.

d. Results for the year

The results for the year are set out within the Statement of financial activities, on page 15, and shows a surplus for the year of £215,581 (2020: a deficit of £36,741), with total income of £1,242,599 (2020: £1,195,504) and total expenditure of £1,027,018 (2020: £1,232,245).

As set out on page 16, at the Balance sheet date the Charity holds total funds of £730,886, with £444,066 being held in designated funds, £16,142 in restricted funds, and £270,678 in unrestricted general funds.

Structure, governance and management

a. Constitution

The Charity is controlled by its governing document and constitutes a company, limited by guarantee, as defined by the Companies Act 2006.

The Charity is constituted under a Memorandum of Association and is a registered charity number 1152234.

b. Methods of appointment or election of Trustees

Age UK Faversham and Sittingbourne recognises that effective trustee recruitment and training is one of the fundamental principles underpinning its governance. The Charity also recognises that members of the governing body should have a diverse range of skills, experience and knowledge. Furthermore, they should represent stakeholders and service users and aim to reflect the local community.

The recruitment process is undertaken openly with all prospective candidates being given a realistic understanding of the duties involved and the remit and the structure of the Charity. All Trustees are recruited in accordance with the Charity's governing document.

Age UK Faversham and Sittingbourne
(A company limited by guarantee)

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

Structure, governance and management (continued)

c. Organisational structure and decision-making policies

General control and management of the administration of the Charity is carried out by the Board of Trustees who are appointed by way of nomination and election by the membership in accordance with the procedures detailed in the governing documents. The Board of Trustees is authorised to appoint new trustees to fill vacancies through resignation or death of an existing trustee. Prospective trustees are interviewed by the Chair and Chief Executive Officer and, if appointed, are provided with a role description and are required to undertake induction training in the work of the organisation and its policies and procedures.

Trustees formulate the strategic direction of the Charity and have overall responsibility for ensuring that the Charity has appropriate systems of control, financial and otherwise. Responsibility for day to day management of services is delegated to the Chief Executive Officer.

Systems of internal control are designed to provide reasonable but not absolute assurance against material misstatement or loss. They include:

- a strategic plan and annual budget approved by the Trustees;
- regular consideration by the Trustees of financial results, variance of budgets, non-financial performance indicators and benchmarking reviews;
- delegation of authority and segregation of duties;
- identification and management of risk, and;
- regular review of the Charity's policies and procedures.

The Charity is a Brand Partner of Age UK and is required to meet the national Charity Quality Standards laid down by them.

d. Policies adopted for the induction and training of Trustees

New trustees are given an information pack which includes copies of the Charity's governing documents and other relevant information. They are also given induction training and the support that they require to undertake their duties effectively. Ongoing training is identified through annual reviews and arrangements made for relevant training to be provided from either the Charity or other external sources.

Trustees also receive regular briefings on the work of the Charity to help them ensure that its stated aims and objectives are being carried out in a proper manner within the financial resources available for that purpose.

Age UK Faversham and Sittingbourne
(A company limited by guarantee)

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

Structure, governance and management (continued)

e. Risk management

The Charity continues to positively manage risk as a high priority. Risks are identified by the Board of Trustees on a regular basis against a Risk Register, which is updated as necessary. Guidance and instruction to the Board from the Charity Commission about managing risk is regularly reviewed and implemented.

The main risks that face the Charity are:

- Loss of core grants from the Local Authority which would represent a significant loss of income.
- Unplanned capital expenditure on repairs and replacements to premises and vehicles.
- Reduced demand for services.
- Increased cost of providing services.
- Competition for some services from other local providers.

f. Employee involvement

Employees have been consulted on issues of concern to them by means of regular check-ins, appraisal and staff meetings, and have been kept informed on specific matters directly by management, this has been mainly by electronic means during this year due to the pandemic. The Charity has implemented a number of detailed policies and procedures in relation to all aspects of personnel and service delivery matters, including: equality and diversity; health and safety; the protection of vulnerable adults; data protection; and confidentiality etc.

An annual strategy day, involving Trustees and senior staff did not go ahead this year due to Covid-19, however will go ahead in the forthcoming year.

g. Covid-19

The Covid-19 pandemic has had a massive impact across every aspect of our organisation. The changes in Government guidance and lockdown requirements put huge pressure on the senior leadership team of the Charity to ensure all employees, volunteers and our clients remained as safe as possible whilst continuing to support our clients to ensure they were still receiving vital services and ensuring feelings of loneliness and isolation was kept as low as possible.

The Charity has full robust Covid risk assessments for all services and whilst being in the one of the highest areas in the Country for Covid-19 cases had only one staff member test positive for Covid-19 to date.

The full impact of the pandemic on the UK economy is yet to be seen, but the Charity will continue to seek to mitigate this risk by following the UK Government's guidelines and adapting/developing its own internal strategy.

Our clients have lost their day to day physical contact via our day centres, our dementia clients have not been receiving the stimulation and social interaction that they need and their carers have really struggled with isolation and 24/7 care requirements.

Closure of some services resulted in our income reducing and the Charity had to re-evaluate their way of delivering services. The changes that have been made will be carried forward into our post pandemic world.

We have made significant changes to the services we will operate moving forward, social distancing is a real challenge, given the limited space we have and the vulnerability of our client base, that said, both the management team and board of trustees feel very hopeful and positive for the future. We are exploring areas of new income and ways in which to grow our current business.

Age UK Faversham and Sittingbourne
(A company limited by guarantee)

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

Plans for future periods

The appointment of an experienced Chief Executive Officer has strengthened the Charity's day to day management and strategic vision. The Charity continues to seek to control costs in all areas and to achieve as much sustainable income as possible.

Key areas for the future include the expansion and development of our services for people living with dementia, and their carers.

Funding continues to be both a key risk and a key priority for the Charity. The move by Kent County Council away from core grants, and towards contracts, continues and it is anticipated that some services will see this transformation in the coming year. Obtaining contracted income would be beneficial in that the future financial position can be better managed through the knowledge of defined contract periods. However, the risk of not winning tenders and losing key funding remains a possibility.

The last three years have been a very difficult time for the Charity, but Trustees are confident that a Board with a broad skill set and a strong management team have ensured that a corner has been turned both operationally and financially. The Charity's purpose is to meet the needs of the over 55's in the community we serve, and Trustees are confident that this will continue to be achieved.

Statement of Trustees' responsibilities

The Trustees (who are also the Directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its income and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

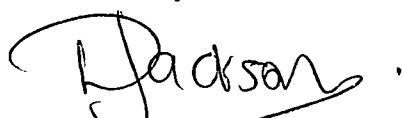
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the Board of Trustees on
their behalf by:

22/10/21

and signed on



Ms D Jackson
Vice Chair



Dr E J Wilcox
Treasurer

Age UK Faversham and Sittingbourne
(A company limited by guarantee)

Independent auditor's report to the Members of Age UK Faversham and Sittingbourne

Opinion

We have audited the financial statements of Age UK Faversham and Sittingbourne (the 'Charity') for the year ended 31 March 2021 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 31 March 2021 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Age UK Faversham and Sittingbourne
(A company limited by guarantee)

Independent auditor's report to the Members of Age UK Faversham and Sittingbourne (continued)

Other information

The other information comprises the information included in the Annual report other than the financial statements and our Auditor's report thereon. The Trustees are responsible for the other information contained within the Annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the Directors of the Charity for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Age UK Faversham and Sittingbourne
(A company limited by guarantee)

Independent auditor's report to the Members of Age UK Faversham and Sittingbourne (continued)

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Capability of the audit in detecting irregularities, including fraud

Based on our understanding of the Charity and the sector as a whole, and through discussion with the Trustees and other management (as required by auditing standards), we identified that the principal risks of non-compliance with laws and regulations related to health and safety, anti-bribery and employment law. We considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities SORP (FRS 102) Second Edition (released October 2019), the Companies Act 2006 (to leave in for charitable companies but remove for unincorporated charities) and other relevant charity legislation. We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit. We evaluated Trustees' and management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks related to: posting inappropriate journal entries to increase revenue or reduce expenditure; and management bias in accounting estimates and judgemental areas of the financial statements. Audit procedures performed by the engagement team included:

- Discussions with management and assessment of known or suspected instances of non-compliance with laws and regulations (including health and safety) and fraud; and
- Assessment of identified fraud risk factors; and
- Review of cash expenditure to confirm no evidence of personal benefit; and
- Challenging assumptions and judgements made by management in its significant accounting estimates; and
- Performing analytical procedures to identify any unusual or unexpected relationships, including related party transactions, that may indicate risks of material misstatement due to fraud; and
- Confirmation of related parties with management, and review of transactions throughout the period to identify any previously undisclosed transactions with related parties outside the normal course of business; and
- Reading minutes of meetings of those charged with governance; and
- Physical inspection of tangible assets susceptible to fraud or irregularity; and
- Review of significant and unusual transactions; and
- Identifying and testing journal entries, in particular any manual entries made at the year end for financial statement preparation.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

Age UK Faversham and Sittingbourne
(A company limited by guarantee)

Independent auditor's report to the Members of Age UK Faversham and Sittingbourne (continued)

As part of an audit in accordance with ISAs (UK), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion of the effectiveness of the Charity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Trustees.
- Conclude on the appropriateness of the Trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in my Auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of my Auditor's report. However, future events or conditions may cause the Charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the Charity's Trustees those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and its Trustees, as a body, for our audit work, for this report, or for the opinions we have formed.



Kreston Reeves LLP
Chartered Accountants
Statutory Auditor

Chatham Maritime

Date: 10 November 2021

Kreston Reeves LLP are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

Age UK Faversham and Sittingbourne
(A company limited by guarantee)

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

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	745,983	103,227	849,210	541,559
Charitable activities	4	384,351	-	384,351	623,153
Other trading activities	5	43	-	43	26,545
Investments	6	8,995	-	8,995	4,247
		<u>1,139,372</u>	<u>103,227</u>	<u>1,242,599</u>	<u>1,195,504</u>
Total income					
Expenditure on:					
Raising funds	7	338	-	338	12,467
Charitable activities	8	935,195	91,485	1,026,680	1,219,778
		<u>935,533</u>	<u>91,485</u>	<u>1,027,018</u>	<u>1,232,245</u>
Total expenditure					
Net income/(expenditure)		203,839	11,742	215,581	(36,741)
Transfers between funds	16	(2,905)	2,905	-	-
		<u>200,934</u>	<u>14,647</u>	<u>215,581</u>	<u>(36,741)</u>
Net movement in funds					
Reconciliation of funds:					
Total funds brought forward		513,810	1,495	515,305	552,046
Net movement in funds		200,934	14,647	215,581	(36,741)
		<u>714,744</u>	<u>16,142</u>	<u>730,886</u>	<u>515,305</u>
Total funds carried forward					

The notes on pages 20 to 37 form part of these financial statements.

Age UK Faversham and Sittingbourne
(A company limited by guarantee)
Registered number: 08412045

Balance sheet
as at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	11	309,353	355,256
Current assets			
Stocks	12	2,437	-
Debtors	13	44,033	72,529
Cash at bank and in hand		498,804	179,039
		<u>545,274</u>	<u>251,568</u>
Creditors: amounts falling due within one year	14	(71,506)	(33,353)
Net current assets		<u>473,768</u>	<u>218,215</u>
Total assets less current liabilities		<u>783,121</u>	<u>573,471</u>
Creditors: amounts falling due after more than one year	15	(52,235)	(58,166)
Total net assets		<u><u>730,886</u></u>	<u><u>515,305</u></u>
Charity funds			
Restricted funds	16	16,142	1,495
Unrestricted funds	16	714,744	513,810
Total funds		<u><u>730,886</u></u>	<u><u>515,305</u></u>

Age UK Faversham and Sittingbourne
(A company limited by guarantee)
Registered number: 08412045

Balance sheet (continued)
as at 31 March 2021

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

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

However, an audit is required in accordance with section 144 of the Charities Act 2011.

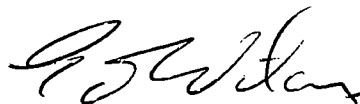
The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees on **22/10/21** and signed on their behalf by:



Ms D Jackson
Vice Chair



Dr E J Wilcox
Treasurer

The notes on pages 20 to 37 form part of these financial statements.

Age UK Faversham and Sittingbourne
(A company limited by guarantee)

Statement of cash flows
for the year ended 31 March 2021

	2021 £	2020 £
Cash flows from operating activities		
Net cash used in operating activities (see note 19)	216,923	(61,679)
Cash flows from investing activities		
Dividends, interests and rents from investments	8,995	4,247
Proceeds from the sale of tangible fixed assets	152,500	1,130
Purchase of tangible fixed assets	(55,369)	(64,915)
Net cash provided by/(used in) investing activities	106,126	(59,538)
Cash flows from financing activities		
Cash inflows from new borrowing	-	59,566
Repayments of borrowing	(3,284)	-
Net cash (used in)/provided by financing activities	(3,284)	59,566
Change in cash and cash equivalents in the year	319,765	(61,651)
Cash and cash equivalents at the beginning of the year	179,039	240,690
Cash and cash equivalents at the end of the year	498,804	179,039

The notes on pages 20 to 37 form part of these financial statements

Age UK Faversham and Sittingbourne
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2021

1. General information

Age UK Faversham and Sittingbourne is a company limited by guarantee with the company registration number 08412045 and the charity registration number 1152234. The address of the registered office is 2 Middle Row, Faversham, Kent, ME13 7AJ. The main objects of the Charitable Company are to: prevent or relieve the poverty of older people; to advance the education of older people; to prevent or relieve sickness, disease or suffering in older people (whether emotional, mental or physical); to assist older people in need by reason of ill-health, disability, financial hardship, social exclusion or other disadvantage; and such other charitable purposes for the benefit of older people as the trustees may from time to time decide, the outcome of this being the promotion of the well-being of older people.

2. Accounting policies

2.1 Basis of preparation of financial statements

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

Age UK Faversham and Sittingbourne meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Company status

The Charity is a company limited by guarantee. The members of the Company are the Trustees. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity.

2.3 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

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

Age UK Faversham and Sittingbourne
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2021

2. Accounting policies (continued)

2.4 Income

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

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Charity, can be reliably measured.

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

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

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

2.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

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

All expenditure is inclusive of irrecoverable VAT.

2.6 Interest receivable

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

Age UK Faversham and Sittingbourne
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2021

2. Accounting policies (continued)

2.7 Tangible fixed assets and depreciation

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

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

At each reporting date the Charity assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

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

Freehold property	- 2% straight line
Motor vehicles	- 20% reducing balance
Fixtures and fittings	- 25% straight line

2.8 Stocks

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

2.9 Debtors

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

2.10 Cash at bank and in hand

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

2.11 Liabilities and provisions

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

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

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

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2. Accounting policies (continued)

2.12 Financial instruments

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

2.13 Operating leases

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

2.14 Pensions

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

2.15 Fund accounting

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

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

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

3. Income from donations and legacies

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Donations	37,829	6,500	44,329	21,565
Legacies	20,016	-	20,016	57,545
Grants	4,299	29,826	34,125	52,224
Government grants	683,839	66,901	750,740	410,225
	745,983	103,227	849,210	541,559
Total 2020	514,199	27,360	541,559	

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4. Income from charitable activities

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Day care	15,785	15,785	217,937
Community meals	239,295	239,295	145,507
Bathing and nail care	441	441	15,710
Dementia day care	25,208	25,208	57,784
Age U Can & COGS's club	8,710	8,710	186,215
Hands to Help	94,912	94,912	-
	<u>384,351</u>	<u>384,351</u>	<u>623,153</u>
	<u>623,153</u>	<u>623,153</u>	
Total 2020			

5. Income from other trading activities

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Fundraising activities	43	43	19,316
Shop income	-	-	7,229
	<u>43</u>	<u>43</u>	<u>26,545</u>
	<u>26,545</u>	<u>26,545</u>	
Total 2020			

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6. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Rent receivable	8,814	8,814	3,850
Deposit account interest	181	181	397
	<u>8,995</u>	<u>8,995</u>	<u>4,247</u>
Total 2020	<u>4,247</u>	<u>4,247</u>	

7. Expenditure on raising funds

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Fundraising activities	338	338	12,467
	<u>12,467</u>	<u>12,467</u>	
Total 2020	<u>12,467</u>	<u>12,467</u>	

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8. Analysis of expenditure by activities

	Direct costs 2021 £	Support costs 2021 £	Total funds 2021 £	Total funds 2020 £
Charitable activities	590,305	436,375	1,026,680	1,219,778
	<u>590,305</u>	<u>436,375</u>	<u>1,026,680</u>	
Total 2020	658,861	560,917	1,219,778	
	<u>658,861</u>	<u>560,917</u>	<u>1,219,778</u>	

Analysis of direct costs

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Catering costs	78,390	-	78,390	104,017
Motor and travel expenses	31,481	2,056	33,537	69,024
Restricted grant expenditure	-	27,744	27,744	-
Wages and salaries	379,659	48,684	428,343	462,770
Social security costs	13,849	3,372	17,221	17,570
Pension costs	4,185	885	5,070	5,480
	<u>507,564</u>	<u>82,741</u>	<u>590,305</u>	658,861
	<u>507,564</u>	<u>82,741</u>	<u>590,305</u>	
Total 2020	638,237	20,624	658,861	
	<u>638,237</u>	<u>20,624</u>	<u>658,861</u>	

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Analysis of support costs

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Staff training	2,724	-	2,724	5,360
Rent and room hire	17,604	-	17,604	23,347
Bad debts	7,447	-	7,447	(4,861)
Light, heat and water rates	14,784	-	14,784	10,534
Bank charges and interest	5,225	-	5,225	6,725
Insurance	9,910	-	9,910	13,565
Repairs and maintenance	64,180	-	64,180	63,442
Leasing costs	8,338	-	8,338	8,342
Printing, postage, stationery and telephone	12,483	8,699	21,182	22,729
Legal and professional fees	12,919	-	12,919	17,950
Auditors' remuneration	6,912	-	6,912	6,048
Loss / (profit) on disposal of fixed assets	(74,354)	-	(74,354)	1,119
Miscellaneous expenses	8,112	45	8,157	17,007
Wages & salaries	291,535	-	291,535	324,249
Social security costs	12,578	-	12,578	17,820
Pension costs	4,108	-	4,108	4,999
Depreciation	23,126	-	23,126	22,542
	<u>427,631</u>	<u>8,744</u>	<u>436,375</u>	<u>560,917</u>
Total 2020	<u>551,630</u>	<u>9,287</u>	<u>560,917</u>	

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9. Staff costs

	2021	2020
	£	£
Wages and salaries	719,878	787,019
Social security costs	29,799	35,390
Pension costs	9,178	10,479
	<u>758,855</u>	<u>832,888</u>

During the 2020/21 financial year the Charity made contractual redundancy payments amounting to £9,194 (2020: £13,506), which are included in the wages and salaries costs shown above.

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

2021	2020
No.	No.
61	50
<u>61</u>	<u>50</u>

The average headcount expressed as full-time equivalents was:

2021	2020
No.	No.
44	38
<u>44</u>	<u>38</u>

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

The remuneration and benefits received by the key management personnel in the year, including employer's national insurance contributions, amounted to £63,218 (2020: £77,463).

10. Trustees' remuneration and expenses

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

During the year ended 31 March 2021, no Trustee expenses have been incurred (2020 - £NIL).

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11. Tangible fixed assets

	Freehold property £	Motor vehicles £	Fixtures and fittings £	Total £
Cost or valuation				
At 1 April 2020	327,822	89,216	103,356	520,394
Additions	11,743	25,400	18,226	55,369
Disposals	(57,478)	(75,734)	(17,765)	(150,977)
At 31 March 2021	<u>282,087</u>	<u>38,882</u>	<u>103,817</u>	<u>424,786</u>
Depreciation				
At 1 April 2020	28,570	55,555	81,013	165,138
Charge for the year	4,505	6,529	12,092	23,126
On disposals	(5,746)	(49,320)	(17,765)	(72,831)
At 31 March 2021	<u>27,329</u>	<u>12,764</u>	<u>75,340</u>	<u>115,433</u>
Net book value				
At 31 March 2021	<u>254,758</u>	<u>26,118</u>	<u>28,477</u>	<u>309,353</u>
At 31 March 2020	<u>299,252</u>	<u>33,661</u>	<u>22,343</u>	<u>355,256</u>

It is not considered practicable or a commercial use of resources to have the land and buildings valued for the purpose of stating a market value in the financial statements. Land and buildings are held at cost less depreciation and the Trustees consider the market value to be considerably greater than the carrying value in the financial statements.

The cost of the land, included within the cost of freehold property is estimated at £75,000. The land has not been depreciated in line with generally accepted accounting practice.

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12. Stocks

	2021 £	2020 £
Stocks	2,437	-

13. Debtors

	2021 £	2020 £
Due within one year		
Trade debtors	42,863	69,625
Prepayments and accrued income	1,170	2,904
	<u>44,033</u>	<u>72,529</u>

14. Creditors: Amounts falling due within one year

	2021 £	2020 £
Bank loans	4,060	1,413
Trade creditors	22,142	16,391
Other taxation and social security	8,162	7,597
Other creditors	250	1,904
Accruals and deferred income	36,892	6,048
	<u>71,506</u>	<u>33,353</u>

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

	2021	2020
	£	£
Bank loans	52,235	58,166
	<u>52,235</u>	<u>58,166</u>

The aggregate amount of liabilities payable or repayable wholly or in part more than five years after the reporting date is:

	2021	2020
	£	£
Payable or repayable by instalments	35,995	48,474
	<u>35,995</u>	<u>48,474</u>

The Charity has a loan outstanding with the Charity Bank. This loan is secured against some of the land and buildings owned by the Charity, being those located at: 2 Middle Row, Faversham, Kent, ME13 7AJ; and The Old Fire Station, Crescent Road, Faversham, Kent, ME13 7GU.

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16. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Unrestricted funds					
Designated funds					
Fixed Asset Fund	355,256	20,016	(23,126)	(42,793)	309,353
Redundancy Fund	111,426	-	(9,194)	32,481	134,713
	<u>466,682</u>	<u>20,016</u>	<u>(32,320)</u>	<u>(10,312)</u>	<u>444,066</u>
General funds					
General Funds	<u>47,128</u>	<u>1,119,356</u>	<u>(903,213)</u>	<u>7,407</u>	<u>270,678</u>
Total Unrestricted funds	<u>513,810</u>	<u>1,139,372</u>	<u>(935,533)</u>	<u>(2,905)</u>	<u>714,744</u>
Restricted funds					
Living Well	548	20,000	(20,548)	-	-
Day Centre Refurbishments	480	-	-	(480)	-
Restricted Donations Various	467	6,500	-	480	7,447
Restricted Grants Various	-	9,156	(9,156)	-	-
Age UK Emergency Fund	-	6,652	(6,652)	-	-
Dementia Cafes	-	4,590	-	-	4,590
ICF	-	9,262	(9,262)	-	-
WCF	-	3,151	(3,151)	-	-
Colyer Ferguson	-	9,428	(3,709)	(1,614)	4,105
Charity Loan Spend	-	-	(4,519)	4,519	-
Care Navigator	-	34,488	(34,488)	-	-
	<u>1,495</u>	<u>103,227</u>	<u>(91,485)</u>	<u>2,905</u>	<u>16,142</u>
Total of funds	<u>515,305</u>	<u>1,242,599</u>	<u>(1,027,018)</u>	<u>-</u>	<u>730,886</u>

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16. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
Unrestricted funds					
Designated funds					
Fixed Asset Fund	315,132	-	(22,542)	62,666	355,256
Redundancy Fund	90,000	-	-	21,426	111,426
	<u>405,132</u>	<u>-</u>	<u>(22,542)</u>	<u>84,092</u>	<u>466,682</u>
General funds					
General Funds	142,868	1,168,144	(1,179,792)	(84,092)	47,128
	<u>142,868</u>	<u>1,168,144</u>	<u>(1,179,792)</u>	<u>(84,092)</u>	<u>47,128</u>
Total Unrestricted funds	<u>548,000</u>	<u>-</u>	<u>(1,202,334)</u>	<u>-</u>	<u>513,810</u>
Restricted funds					
Living Well	4,046	20,000	(23,498)	-	548
Day Centre Refurbishments	-	6,480	(6,000)	-	480
Restricted Donations Various	-	880	(413)	-	467
	<u>4,046</u>	<u>27,360</u>	<u>(29,911)</u>	<u>-</u>	<u>1,495</u>
Total of funds	<u>552,046</u>	<u>27,360</u>	<u>(1,232,245)</u>	<u>-</u>	<u>515,305</u>

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Designated Funds

Fixed Assets Fund

The designated fixed asset fund is comprised of the Charity's fixed assets. The depreciation charge for the year, of £23,126, has then been allocated against the fund, with the closing balance of the fund representing the closing net book value of these fixed assets as at 31 March 2021.

Redundancy Fund

This fund comprises an amount set aside by the Trustees, to be used for potential redundancies in the future.

Restricted Funds

Living Well

In partnership with Age UK Herne Bay and Whitstable, Age UK National, Kent County Council Social Services, Clinical Commissioning and Kent Hospital Trusts, the charity continue the Living Well scheme, in order to provide social care to support older patients, with long-term conditions, to regain their independence. The Living Well fund represents the balance of the restricted grant funding that remained unspent at the year end.

Day Centre Refurbishment Fund

These are donations made to the Charity to help fund refurbishment projects at the Day Centres.

Sundry Restricted Funds

The other trivial fund balances are all for various specific purposes.

17. Summary of funds

Summary of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Designated funds	466,682	20,016	(32,320)	(10,312)	444,066
General funds	47,128	1,119,356	(903,213)	7,407	270,678
Restricted funds	1,495	103,227	(91,485)	2,905	16,142
	<u>515,305</u>	<u>1,242,599</u>	<u>(1,027,018)</u>	<u>-</u>	<u>730,886</u>

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17. Summary of funds (continued)

Summary of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
Designated funds	405,132	-	(22,542)	84,092	466,682
General funds	142,868	1,168,144	(1,179,792)	(84,092)	47,128
Restricted funds	4,046	27,360	(29,911)	-	1,495
	<u>552,046</u>	<u>1,195,504</u>	<u>(1,232,245)</u>	<u>-</u>	<u>515,305</u>

18. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	309,353	-	309,353
Current assets	529,132	16,142	545,274
Creditors due within one year	(71,506)	-	(71,506)
Creditors due in more than one year	(52,235)	-	(52,235)
Total	<u>714,744</u>	<u>16,142</u>	<u>730,886</u>

Analysis of net assets between funds - prior year

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	355,256	-	355,256
Current assets	250,073	1,495	251,568
Creditors due within one year	(33,353)	-	(33,353)
Creditors due in more than one year	(58,166)	-	(58,166)
Total	<u>513,810</u>	<u>1,495</u>	<u>515,305</u>

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19. Reconciliation of net movement in funds to net cash flow from operating activities

	2021 £	2020 £
Net income/expenditure for the year (as per Statement of Financial Activities)	215,581	(36,741)
Adjustments for:		
Depreciation charges	23,126	22,542
Dividends, interests and rents from investments	(8,995)	(4,247)
Loss/(profit) on the sale of fixed assets	(74,354)	1,119
Decrease/(increase) in stocks	(2,437)	-
Decrease in debtors	28,496	4,543
Increase/(decrease) in creditors	35,506	(48,895)
Net cash provided by/(used in) operating activities	216,923	(61,679)

20. Analysis of cash and cash equivalents

	2021 £	2020 £
Cash in hand	498,804	179,039
Total cash and cash equivalents	498,804	179,039

21. Analysis of changes in net debt

	At 1 April 2020 £	Cash flows £	Other non- cash changes £	At 31 March 2021 £
Cash at bank and in hand	179,039	319,765	-	498,804
Debt due within 1 year	(1,413)	-	(2,647)	(4,060)
Debt due after 1 year	(58,166)	-	5,931	(52,235)
	119,460	319,765	3,284	442,509

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22. Pension commitments

The Charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to £9,178 (2020: £10,479). Contributions totalling £Nil (2020: £1,904) were payable to the fund at the Balance sheet date and are included in creditors.

23. Operating lease commitments

At 31 March 2021 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021 £	2020 £
Not later than 1 year	9,013	10,398
Later than 1 year and not later than 5 years	1,920	4,183
	<u>10,933</u>	<u>14,581</u>

24. Related party transactions

Dr E J Wilcox, Trustee, is also a member of Swale Borough Council. During the financial year, the Charity made payments to Swale Borough Council, of £Nil (2020: £7,678). There are no amounts outstanding at the Balance sheet date (2020: £Nil).

Dr E J Wilcox, Trustee, is also a trustee of The Rotary Club of Faversham Trust Fund. During the financial year, the Charity received income from The Rotary Club of Faversham Trust Fund, of £500 (2020: £Nil). There are no amounts outstanding at the Balance sheet date (2020: £Nil).