



**Report of the Trustees and
Independently Examined Financial Statements
for the year ended 30 April 2022
for
Crowthorne Old Age to Teen Society**



Crowthorne Old Age to Teen Society

**Report of the Trustees
for the year ended 30 April 2022**

	Page
Charity Information	3
Report of the Trustees	4 to 7
Independent Examiner's Report	8
Statement of Financial Activities	9
Balance Sheet	10
Notes to the Financial Statements	11 to 20

The following pages do not form part of the statutory financial statements

Detailed Statement of Financial Activities	21 to 22
--	----------

Crowthorne Old Age to Teen Society

**Report of the Trustees
for the year ended 30 April 2022**

NAME: Known and operates as COATS

TRUSTEES:

Martin Rickards	Chairman
Peter Hutterli	Treasurer
Yvonne Hattersley	Secretary
Richard Cox	
Roger Fox	
David Wilson	
Cathy Behan	
Chris Threlfall	
Derec Craig	Appointed 23.05.2022
Paddy Skinner	Resigned 31.12.2021
Hilary Tinsley	Resigned 17.03.2022

SECRETARY: Yvonne Hattersley

REGISTERED CHARITY No.: 1152306

PRINCIPAL ADDRESS: The COATS Centre
Pinewood Avenue
Crowthorne
Berkshire
RG45 6RQ

INDEPENDENT EXAMINER: G Robinson FCA
Stewart & Co.
Knoll House
Knoll Road
Camberley
Surrey
GU15 3SY

BANKERS:

CAF Bank Ltd
25 Kings Hill Road
Kings Hill, West Malling
Kent
ME19 4JQ

The Co-operative Bank
1 Balloon Street
Manchester
M60 4EP

CCLA Investment Management Ltd
Senator House
83 Queen Victoria Street
London
EC4V 4ET

Quilter Cheviot Ltd
Senator House
85 Queen Victoria Street
London
EC4V 4AB

Crowthorne Old Age to Teen Society

Report of the Trustees for the year ended 30 April 2022

The Trustees present their report with the financial statements of the Charity for the year ending 30 April 2022.

The financial statements comply with the Charities Act 2011 and 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).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number:

1152306

Principal address:

The COATS Centre
Pinewood Avenue
Crowthorne
Berkshire
RG45 6RQ

Trustees:

Martin Rickards	Chairman
Peter Hutterli	Treasurer
Yvonne Hattersley	Secretary

Richard Cox

Roger Fox

David Wilson

Cathy Behan

Chris Threlfall

Derec Craig	Appointed	23.05.2022
-------------	-----------	------------

Paddy Skinner	Resigned	31.12.2021
---------------	----------	------------

Hilary Tinsley	Resigned	17.03.2022
----------------	----------	------------

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity was founded in November 1966 and was governed by its Constitution dated 17 March 1970 as amended on 19 October 1999 and 17 October 2005. However, following an Extraordinary General Meeting held on 18 March 2013, application was made to the Charity Commission to become a Charitable Incorporated Organisation (CIO), with virtually the same objectives, and this was accepted. The new CIO, with Charity number 1152306, was registered on 6 June 2013, and began operating from 1 August 2013, when it received all the assets and liabilities of the unincorporated Charity number 259897.

Recruitment, induction, training of new Trustees

Prospective Trustees are identified as potential Trustees of the Charity and are recruited by word of mouth or by selective advertising. They are then invited to a meeting or two to see whether they are happy to undertake the responsibilities. If so, they are proposed for election at the next Annual General Meeting. According to the Constitution, casual vacancies occurring during the tenure of that electoral group may be filled by co-option by the Committee for the remainder of the period.

New Trustees undertake an induction process that includes being made aware of their responsibilities as Trustees, the governing document, administrative procedures and the history and philosophical approach of the Charity. The Secretary supplies each new Trustee with copies of the previous year's Annual Report and Accounts and a copy of the Charity Commission publications 'The Essential Trustee: An Introduction' and 'The Essential Trustee: What You Need to Know'.

Organisational structure

Management of Crowthorne Old Age to Teen Society is vested in between 6 and 15 Trustees, but normally 12, who form the Committee. The Trustees elect the Officers who comprise the Chairman, Treasurer and Secretary. The Trustees are elected at the Annual General Meeting. One third of Trustees must stand down each year, but can stand for re-election.

Day-to-day management of The COATS Centre is delegated to Mrs Bernie Dunstone, the Centre Manager.

Risk management

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. All policies and procedures are regularly reviewed and updated as necessary.

Crowthorne Old Age to Teen Society

Report of the Trustees for the year ended 30 April 2022

OBJECTIVES AND ACTIVITIES

Objectives and aims

The object of the Society is "to promote the relief of the elderly in Crowthorne and surrounding area in any manner which now or hereafter may be deemed by law to be charitable". Both Bracknell Forest Council and Wokingham Borough Council cover this area.

The people we serve come from all sections of society and a wide variety of circumstances. Many are widowed and potentially lonely, of varying frailty and mobility, and most are receiving some form of medical attention.

We welcome all older people regardless of personal background, faith, gender or personal circumstances, as we believe this philosophy of openness to all enriches everyone, through the sharing of skills, aptitudes and life experiences of older people and volunteers.

Following the closure of residential services at Woodmancote in October 2003, regular Day Centre facilities were reopened in June 2004 for one day a week, and these have been progressively extended. The current prime aim of the Society is to maximise the use of The COATS Centre, and to deliver a growing number of services to an increasing number of older people in Crowthorne.

Significant activities

To meet these objectives, the Society has gradually increased the number of services it is able to provide and is continually seeking to extend these, as funds become available. The Trustees keep in mind the Charity Commission's Guidance on public benefit when looking into these services, thereby complying with the duty in section 17(5) of the 2011 Charities Act to have due regard to the guidance published. Currently the Society provides:-

- A Social Centre where older people can meet in a warm, bright and friendly environment. The Centre is open daily from Monday to Friday.
- A meal service which offers a freshly cooked two course meal prepared in our own well-equipped kitchen, five days a week, including tea and coffee, from 9 am until 4 pm (but 2:30pm Friday)
- Social activity, in the form of keep-fit classes, dancing, talks, musical events, quizzes, skittles, use of tablet computers and many other events.
- Assistance to older people suffering from early stages of dementia. The Society is able to help bridge the gap between mild sufferers of dementia, who are able to attend without difficulty, and the more serious cases, who are then helped to obtain specialist care.
- Respite cover for carers during the day.
- Help to older people in need, following a bereavement or illness, through a growing network of churches, local doctors and other organisations.
- Transportation for those unable to make their own way to The Centre, through the use of the COATS' mini-bus. This is able to transport up to 8 people on one journey, including a wheelchair. Several journeys are undertaken each day.
- Facilities for other local charities that provide support for older people.
- Sign-posting of opportunities to get advice on a range of important matters relating to older people.

The Society, in pursuing all its activities, is enthusiastically supported by about seventy volunteers, who not only help in The COATS Centre, but also drive the minibus, and especially manage and operate the COATS Charity Shop at 227 High Street, Crowthorne, which is so vital to the funding of the Society. In addition, the dedicated Fundraising committee organise many very popular and enjoyable events throughout the year, raising valuable funds for the Society.

COATS, therefore, makes a major contribution to the well-being of many of the older people of Crowthorne, thereby reducing and delaying the need for more costly forms of support. Taken together with the contribution of the staff and all the volunteers, COATS offers a valuable service and enjoys a central position in the life of the community of Crowthorne.

ACTIVITIES

For COATS, the previous year, May 2020 – April 2021 had been like no other – Covid 19 prevailed, the Centre was closed for the whole year, the staff were Keeping in Touch with our visitors as best they could and the Shop was closed for two-thirds of the year. Income and expenditure bore no resemblance to any previous or, hopefully, future year. But by May 2021, the start of this financial year, everything was slowly returning to normal.

The Centre

At the beginning of May 2021 the Shop vacated Pinewood Avenue and moved back to the High Street, and the Centre was cleaned, decorated and checked in readiness to re-open on Mon 17th May – 14 months after it had closed. A Way of Working policy had been prepared (and was amended during the year as restrictions were lifted). Our visitors were keen to return but initially we opened for a shortened day and with only 10 visitors, 2 metres socially distanced. By June, we had re-introduced hot lunches and by August we increased the numbers to up to 30 a day, 1 metre socially distanced. By the end of the year visitor numbers were approaching 100 a week. We were able to hold our Christmas Lunch over 2 days, with 50 attending each day.

The mini-bus operated throughout the year with limited numbers of passengers according to social distancing requirements.

Crowthorne Old Age to Teen Society

Report of the Trustees for the year ended 30 April 2022

We are very grateful to all the staff and volunteers at the Centre, and the drivers of the bus who cheerfully adapted their routines to our evolving Ways of Working, including taking frequent PCR and LFT tests. In June we welcomed Tor Mills as our new Assistant Cook, and in November Jack Collins as Cleaner.

As an afternote, the Centre held 2 very enjoyable Platinum Jubilee Indoor Street Parties attended by about 100 visitors.

The Shop

At the end of April 2021 Hilary Tinsley, Roger Fox and their team of volunteers moved the Shop back to the High Street and re-opened on 4th May. Sales quickly climbed to levels that had never been achieved before. The result was that total sales for the year reached £135,000, some 18% higher than our previous best year. The Shop is the largest source of income for the Charity and is run entirely by volunteers. We are very grateful for their huge contribution.

Events

A small team of volunteers led by Roger Fox put on Events at the Centre, partly to raise funds for the Charity, but also the bring locals into the Centre to raise awareness or our activities. A number-limited Quiz Night was held in November, and in the Spring 3 further events were organised, including the annual Crowthorne Business Association Skittles Match. As usual the CBA were very generous with their donations to COATS. Providing supper at these events is no longer possible through our volunteers. We are very grateful to Wellington College who have offered to provide catering free-of-charge for these events.

Facilities

Before Covid struck we had completed a £500,000 re-build of the Centre. During lockdown BFC building inspectors were unable to make site visits to sign off the new building. In July 2021 we finally got our Completion Certificate

Bracknell Older People's Consortium

During the year, COATS joined the Bracknell Forest Older People's Consortium. The Consortium brings together organisations delivering support and services to older people, with the aim of delivering better outcomes for older people across Bracknell Forest.

Trustees

As announced in last year's Report Paddy Skinner stepped down as Treasurer after the AGM. He retired as a Trustee in December. Hilary Tinsley decided to return to part-time work and stepped down as a Trustee in March 2022. She continues to work at the Shop. Over their long service both have contributed considerably to the financial wellbeing of the Charity.

We continue to actively look for new Trustees and will be appointing Derec Craig in the new year.

Overall

2021/2022 has been another challenging year. The whole team of staff, Trustees and volunteers have worked hard to get the activity of the Charity back onto a normal footing and re-establish its financial stability after the uncertain times of Covid.

CHANGE OF CHARITY NAME

Since its foundation, COATS official name has been "Crowthorne Old Age to Teen Society". This name is cumbersome to use and inappropriate for our current activities.

Attempts were made to find a more relevant acronym, but without success. So, the Trustees will propose a motion at the 2022 AGM to amend our Constitution and change the Charity's registered name to "COATS Crowthorne" – the name by which we are known to most people.

FINANCIAL REVIEW

Following the appointment of our new Treasurer, Peter Hutterli, the Trustees took the opportunity to review the financial management of the Charity and made a number of strategic changes:

- Implemented a new Xero accounting and reporting system – that allows faster production of management accounts and enables comprehensive segmental reporting. We believe that the new system represents best practice for a Charity of our size and is cost-effective
- Introduced Quilter Cheviot as a provider of Charity investment funds and also as custodian over our COIF investments - so that we now have a consistent and consolidated view of our longer-term investment funds
- Introduced The Co-Operative Bank to replace Barclays as a banking partner – allowing deposits of cash takings from the Shop to be made locally. The £60,000 that was previously held in the Barclays Savings Account has now been invested into Quilter Cheviot Charities funds

The re-opening of the Shop has seen trading return to pre-Covid levels, the total Shop income for the year of £135,337 has been key to the success of the Charity, more than offsetting the reductions in Donations and Legacies and Investment Income that we faced. This is a remarkable achievement given that we rely solely on the goodwill of the many volunteers who help to manage and run the shop.

The phased re-opening of the COATS Centre has allowed us to welcome back many visitors who were prevented from visiting over 2020-2021 and so we were able to generate income of £22,791 from our key charitable activities. The loyalty of our Centre staff through the Pandemic is admirable, their enthusiasm and professionalism are a credit to the Charity.

Crowthorne Old Age to Teen Society

Report of the Trustees for the year ended 30 April 2022

COATS received support of £5,131 from the Job Retention scheme between June to August 2021

Throughout the year, the Charity has continued to receive grants from Local Authorities and Parish Councils amounting to £19,158, and over 70 legacies and donations totalling £28,666. Particularly notable were the kind donations from Downshire Golf Club, The Co-Operative and McCarthy Stone. The Trustees very much appreciate the generosity of all our many donors.

The overall Net Income for the year was £53,419 which when added to the opening Total Funds of £431,912 gives a closing balance of Total Funds of £485,331. Restricted Funds of £3,711 are included in the closing balance of Total Funds. The Charity is therefore in a very healthy financial position as we emerge from the Pandemic and the Trustees are confident that this will allow the Charity to both improve and expand our current scope of charitable activities.

We are greatly indebted to Gary Robinson of Stewart & Co who has acted as our Independent Examiner and assisted in the preparation of these Reports and Accounts.

Under the terms of our Constitution, full responsibility for all assets, liabilities and activities of the Charity is vested in the Trustees. The Charity can therefore make any lawful investment which the Trustees see fit.

RESERVES POLICY

It is the policy of the Charity to maintain reserves at a sufficient level to enable it to continue its current operations for at least twelve months. Undesignated and unrestricted funds at the end of April 2022 stood at £481,620 (2021: £430,201), of which £134,117 is in cash.

RESPONSIBILITIES OF THE TRUSTEES

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities in England and Wales requires the Charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources, 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 estimates that are reasonable and prudent.
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that 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 Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking all reasonable steps for the prevention and detection of fraud and other irregularities.

The annual report and financial statements set out on pages 10 to 20 were approved by Trustees and authorised for issue on 17 August 2022 and signed on behalf of the Board of Trustees by:



.....
M Rickards, Chairman and Trustee
Date: 17 August 2022



.....
P Hutterli, Treasurer and Trustee
Date: 17 August 2022

**Independent Examiner's Report to the Trustees of
Crowthorne Old Age to Teen Society
for the year ended 30 April 2022**

Independent Examiner's report to the Trustees of Crowthorne Old Age to Teen Society

I report on the accounts of the Charity for the year ended 30 April 2022, which are set out on pages xx to xx.

Respective responsibilities of Trustees and Examiner

As the Charity's Trustees of Crowthorne Old Age to Teen Society you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Crowthorne Old Age to Teen Society's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's statement

Since the Crowthorne Old Age to Teen Society'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 ICAEW, which is one of the listed bodies.

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

1. accounting records were not kept in respect of Crowthorne Old Age to Teen Society as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 in order to enable a proper understanding of the accounts to be reached.



G Robinson FCA
Stewart & Co
Knoll House
Knoll Road
Camberley
Surrey
GU15 3SY

Date: 26 August 2022

Crowthorne Old Age to Teen Society

**Statement of Financial Activities
for the year ended 30 April 2022**

	Note	Unrestricted £	Restricted £	2022 Total Funds £	2021 Total Funds £
INCOME					
Donations and legacies	2	48,656	4,000	52,656	97,471
Income from other trading activities	3	135,337	-	135,337	59,584
Investment income	4	37,699	-	37,699	42,577
Income from charitable activities	5	22,791	-	22,791	42
Other income	6	5,131	-	5,131	77,437
TOTAL INCOME		249,614	4,000	253,614	277,111
EXPENDITURE					
Costs of raising funds	7	(32,925)	-	(32,925)	(35,879)
Expenditure on charitable activities:	10	(168,178)	(2,000)	(170,178)	(148,373)
TOTAL EXPENDITURE		(201,103)	(2,000)	(203,103)	(184,252)
Net gains on investments		2,908	-	2,908	11,299
NET INCOME AND NET MOVEMENT IN FUNDS FOR THE YEAR		51,419	2,000	55,419	104,158
RECONCILIATION OF FUNDS					
Total Funds brought forward		430,201	1,711	431,912	327,754
TOTAL FUNDS CARRIED FORWARD	22	481,620	3,711	485,331	431,912

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 11 to 20 form part of these financial statements

Crowthorne Old Age to Teen Society
(Registration Number: 1152306)
Balance Sheet
as at 30 April 2022

	Note	Unrestricted £	Restricted £	2022 Total Funds £	2021 Total Funds £
FIXED ASSETS					
Tangible assets	18	174,401	-	174,401	186,652
Investments	19	187,796	-	187,796	64,888
TOTAL FIXED ASSETS		<u>362,197</u>	<u>-</u>	<u>362,197</u>	<u>251,540</u>
CURRENT ASSETS					
Debtors	20	252	-	252	153
Cash at bank and in hand	24	134,117	3,711	137,828	192,222
TOTAL CURRENT ASSETS		<u>134,369</u>	<u>3,711</u>	<u>138,080</u>	<u>193,375</u>
LIABILITIES					
Creditors falling due within one year	21	(14,946)	-	(14,946)	(12,003)
NET CURRENT ASSETS		<u>119,423</u>	<u>3,711</u>	<u>123,134</u>	<u>180,372</u>
NET ASSETS		<u>481,620</u>	<u>3,711</u>	<u>485,331</u>	<u>431,912</u>
THE FUNDS OF THE CHARITY					
Unrestricted income funds	23	481,620	-	481,620	430,201
Restricted income funds	23	-	3,711	3,711	1,711
TOTAL CHARITY FUNDS		<u>481,620</u>	<u>3,711</u>	<u>485,331</u>	<u>431,912</u>

The financial statements were approved and authorised for issue by the Board of Trustees on 17 August 2022 and were signed on its behalf by:



.....
M Rickards – Trustee



.....
P Hutterli – Trustee

The notes on pages 11 to 20 form part of these financial statements

Crowthorne Old Age to Teen Society

Notes to the Financial Statements for the year ended 30 April 2022

1. ACCOUNTING POLICIES

1.1 General Information

The charity is a registered charity in England and Wales and is a Charitable Incorporated Organisation (CIO), charity number 1152306

1.2 Statement of Compliance

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)), and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

1.3 Basis of preparation

The Charity 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 prepared in sterling, which is the functional currency of the entity.

Monetary amounts in these financial statements have been rounded to the nearest £

1.4 Exemption from preparing a cash flow statement

The charity is a small charity and has utilised the small entity exemption from producing a statement of cash flows.

1.5 Preparation of the accounts on a going concern basis

The Trustees have assessed whether the use of the going concern assumption is appropriate in preparing these financial statements. The Trustees have made this assessment in respect to a period of one year from the date of approval of these financial statements.

The Trustees are of the opinion that the Charity will have sufficient resources to meet its liabilities as they fall due.

The Charity reported a cash funds inflow of £50,302 for the year and has undesignated and unrestricted funds of £481,511.

1.6 Income

Income recognition

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

Grants and donations

Grants and donations are only included in the Statement of Financial Activities (SoFA) when the general income recognition criteria are met.

In the case of performance related grants, income must only be recognised to the extent that the Charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met.

Legacies

For legacies, entitlement is taken as the earlier of the date on which either: the Charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably, and the Charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the Charity or the Charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Government grants

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the Charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred.

Tax reclaims on donations and gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Donated goods and services including volunteers

The value of donated goods for resale is recognised as income when sold as the Charity deems it impractical to estimate the fair value of the donated goods for resale on receipt. The proceeds of sale are categorised as "Income from other trading activities" in the SoFA.

The value of any voluntary help received is not included in the accounts but is described in the Trustees' Annual Report.

Income from interest and dividends

This is included in the accounts when receipt is probable, and the amount receivable can be measured reliably.

Crowthorne Old Age to Teen Society

Notes to the Financial Statements for the year ended 30 April 2022

1. ACCOUNTING POLICIES (*continued*)

Income from membership subscriptions

Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies.

Investment gains and losses

This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

1.7 **Expenditure recognition**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

The cost of generating funds includes fund raising costs, trading costs and investment management charges.

The cost of charitable activities includes the payroll costs of the COATS Centre staff, and day-to-day running costs of the COATS Centre as shown in note 10.

Governance costs include costs of the preparation and examination of statutory accounts, the costs of Trustee meetings and cost of any legal advice to Trustees on governance or constitutional matters.

1.8 **Allocation and apportionment of costs**

Certain expenditure is directly attributable to specific activities and has been reported in those expenditure categories.

1.9 **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	-	2% on buildings on cost but not provided on land
Freehold improvements	-	10% on cost
Fittings and equipment	-	20% on reducing balance
Motor vehicles	-	25% on reducing balance
Computer equipment	-	33.3% on cost

Assets are assessed on their merits to determine whether or not they should be capitalised. As a general rule, assets under £1,000 are not capitalised.

1.10 **Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments.

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The SoFA includes the net gains and losses arising on revaluation and disposals throughout the year.

1.11 **Taxation**

The Charity is a registered charity and is exempt under Part 11 of the Corporation Tax Act 2010 on its income and section 256 of the Taxation of Chargeable Gains Act 1992 on its capital gains.

The Society is registered for VAT in order to claim VAT on Shop expenditure (Sales are zero rated). The Centre continues to enjoy exempt status - irrecoverable VAT is charged against the expenditure heading for which it was incurred.

1.12 **Operating leases**

Rentals payable under operating leases are charged against income on a straight-line basis over the lease term.

1.13 **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

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 restricted purposes.

Further explanation of the nature and purpose of each fund is included in note 22 to the financial statements.

1.14 **Cash at bank and in hand**

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

1.15 **Creditors**

Creditors are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

1.16 **Pension costs and other post-retirement benefits**

The Charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the Charity. There were no outstanding contributions at the year end. Contributions payable to the employees' stakeholder pension schemes are charged to the SoFA in the period to which they relate and are detailed in note 14.

Crowthorne Old Age to Teen Society

**Notes to the Financial Statements
for the year ended 30 April 2022**

2. DONATIONS AND LEGACIES

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Donations, gifts, and legacies		28,666	4,000	32,666	20,457
Grants	16	15,158	-	19,158	76,679
Membership subscriptions		832	-	832	335
		<u>48,656</u>	<u>4,000</u>	<u>52,656</u>	<u>97,471</u>

3. INCOME FROM OTHER TRADING ACTIVITIES – FUNDRAISING

	Unrestricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Shop income	121,866	121,866	49,108
Income from online sales	9,856	9,856	7,925
Income from metal recycling	1,222	1,222	890
Income from textile recycling	2,393	2,393	1,661
	<u>135,337</u>	<u>135,337</u>	<u>59,584</u>

4. INVESTMENT INCOME

	Unrestricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Woodmancote House: rents and charges received	37,635	37,635	42,404
Bank and deposit account interest	64	64	173
	<u>37,699</u>	<u>37,699</u>	<u>42,577</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Provision of The COATS Centre facilities	20,366	20,366	-
Provision of transport facilities	2,425	2,425	42
	<u>22,791</u>	<u>22,791</u>	<u>42</u>

6. OTHER INCOME

	Unrestricted Funds £	Total Funds 2022 £	Total Funds 2021 £
HMRC Job Retention Scheme	5,131	5,131	77,437
	<u>5,131</u>	<u>5,131</u>	<u>77,437</u>

7. COST OF RAISING FUNDS

	Note	Unrestricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Operation of charity shop	8	23,243	23,243	23,867
Investment management costs	9	9,682	9,682	12,012
		<u>32,925</u>	<u>32,925</u>	<u>35,879</u>

Crowthorne Old Age to Teen Society

**Notes to the Financial Statements
for the year ended 30 April 2022**

8. EXPENDITURE ON OPERATION OF CHARITY SHOP

	Unrestricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£
Operating leases – land and buildings	16,947	16,947	16,946
Telephone	733	733	468
Light and heat	1,255	1,255	825
Repairs and maintenance	-	-	313
PPE	-	-	1,842
Other expenses	4,308	4,308	3,473
	23,243	23,243	23,867

9. INVESTMENT MANAGEMENT COSTS

	Unrestricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£
Woodmancote House: Management fees	3,015	3,015	3,712
Woodmancote House: Water, light and heat, and other costs	2,625	2,625	4,242
Woodmancote House: Repairs and renewals	3,956	3,956	4,058
Woodmancote House: Depreciation on fittings and equipment	86	86	-
	9,682	9,682	12,012

10. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

By Fund

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
		£	£	£	£
Provision of The COATS Centre facilities	11	156,847	2,000	158,847	140,789
Provision of transport facilities		10,440	-	10,440	10,520
"Building a Better COATS" Project		-	-	-	(2,936)
		167,287	2,000	169,287	148,373

By Activity

	Note	Activities undertaken directly	Support Costs	Total Funds 2022	Total Funds 2021
Provision of The COATS Centre facilities	11	146,041	12,806	158,847	140,789
Provision of transport facilities		3,992	6,448	10,440	10,520
"Building a Better COATS" Project		-	-	-	(2,936)
		150,033	19,254	169,287	148,373

Included within expenditure above there are governance costs of £3,485 (2021 - £5,261) which relate directly to charitable activities. See note 12 for further details.

Crowthorne Old Age to Teen Society

**Notes to the Financial Statements
for the year ended 30 April 2022**

11. ANALYSIS OF EXPENDITURE ON ACTIVITIES UNDERTAKEN DIRECTLY FOR PROVISION OF THE COATS CENTRE FACILITIES

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Wages and salaries	100,180	-	100,180	103,656
Social security costs	2,578	-	2,578	2,803
Other pension costs	4,532	-	4,459	4,936
Training and recruitment	1,015	-	1,015	352
Food and supplies	11,118	-	11,118	675
Insurance	2,906	-	2,906	3,846
Light, heat, rates and water	8,116	-	8,116	843
Postage and stationery	217	-	217	322
Telephone	827	-	827	428
Activities and entertainment	1,090	1,155	2,245	12
Repairs and maintenance	3,318	-	3,318	3,724
PPE	149	-	149	4,247
Cleaning	3,491	-	3,491	-
Health and safety	1,404	-	1,404	-
Waste collection	2,678	-	2,678	-
Other expenses	1,313	845	2,158	663
	<u>144,859</u>	<u>2,000</u>	<u>146,859</u>	<u>126,507</u>

12. SUPPORT COSTS

By Fund

	Unrestricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£
<i>Support Costs</i>			
Publicity	-	-	904
Other legal and professional fees	2,987	2,987	1,242
Depreciation of tangible fixed assets	12,782	12,782	15,472
	<u>15,769</u>	<u>15,769</u>	<u>17,618</u>
<i>Governance Costs</i>			
Accountancy support	2,498	2,498	4,201
Independent examiner's fee	1,060	1,060	1,060
	<u>3,558</u>	<u>3,558</u>	<u>5,261</u>
	<u>19,254</u>	<u>19,254</u>	<u>22,879</u>

Crowthorne Old Age to Teen Society

**Notes to the Financial Statements
for the year ended 30 April 2022**

By Activity

	Provision of The COATS Centre Facilities £	Provision of Transport Facilities £	Total 2022 £	Total 2021 £
<i>Support Costs</i>				
Publicity	-	-	-	904
Miscellaneous	2,987	-	2,987	1,242
Depreciation of tangible fixed assets	6,334	6,448	12,782	15,472
	<u>9,321</u>	<u>6,448</u>	<u>16,039</u>	<u>17,618</u>
<i>Governance Costs</i>				
Accountancy support	2,425	-	2,425	4,021
Independent examiner's fee	1,060	-	1,060	1,060
	<u>3,485</u>	<u>-</u>	<u>3,485</u>	<u>5,261</u>
	<u>12,806</u>	<u>6,448</u>	<u>19,254</u>	<u>22,879</u>

13. NET INCOME FOR THE YEAR

This is stated after charging:

	2022 £	2021 £
Other pension costs	4,459	4,936
Depreciation	12,868	15,472
Independent examiner's remuneration:		
Independent examiner's fee	1,060	1,060
Accountancy services	2,425	4,201
Operating lease costs – land and buildings	16,947	16,946

14. ANALYSIS OF STAFF COSTS, TRUSTEE REMUNERATION AND EXPENSES, AND THE COST OF KEY MANAGEMENT PERSONNEL

Total staff costs were as follows

	2022 £	2021 £
Wages and salaries	100,180	103,656
Social security costs	2,578	2,803
Other pension costs	4,459	4,936
	<u>107,217</u>	<u>111,395</u>

Particulars of employees:

The average number of employees during the year was as follows:

	2022 No	2021 No
Day Centre facilities: The COATS Centre	6	7

No employees received employee benefits in excess of £60,000 (2021: nil) with all employee time involved in the provision of charitable activities.

Since 1 April 2016, the Charity has been paying contributions to The People's Pension in order to comply with the Government's auto-enrolment legislation. It makes the same contribution of up to 5% of the employee's basic salary, provided this is matched by the employee. Seven employees participated.

Crowthorne Old Age to Teen Society

Notes to the Financial Statements for the year ended 30 April 2022

15. RELATED PARTY TRANSACTIONS

There were no related party transactions in the current or previous year.

The Trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2021: £nil). Expenses paid to the Trustees in the year totalled £240 (2021: £1,610). No Trustee received payment for professional or other services supplied to the Charity (2021: £nil).

16. GOVERNMENT GRANTS

Income from government grants comprises performance related grants made by local authorities to fund the running of the COATS centre. The following is a summary of funding provided:

	2022 £	2021 £
Bracknell Forest Council	10,000	10,000
Wokingham Borough Council	6,047	5,871
Wokingham Without PC	-	1,000
Crowthorne PC	-	500
National Lottery COVID19 Fund	-	10,000
Bracknell Forest BC PPE Fund	-	3,968
Bracknell Forest COVID19 Grants	3,111	45,340
	19,158	76,679

17. GIFT AID

£1,796 of Gift Aid was received under the Gift Aid scheme during the year (2021: £2,434).

18. TANGIBLE FIXED ASSETS

	Freehold Property £	Freehold Improvements £	Fittings and Equipment £	Motor Vehicles £	Computer Equipment £	Total £
COST						
As at 1 May 2021	265,425	68,598	72,211	61,116	3,064	470,414
Additions	-	-	468	-	149	617
As at 30 April 2022	265,425	68,598	72,679	61,116	3,213	471,031
DEPRECIATION						
As at 1 May 2021	116,035	68,598	60,740	35,325	3,064	283,762
Charge for the year	4,007	-	2,380	6,448	33	12,868
As at 30 April 2022	120,042	68,598	63,120	41,773	3,097	296,630
NET BOOK VALUE						
As at 1 May 2021	149,390	-	11,471	25,791	-	186,652
As at 30 April 2022	145,383	-	9,559	19,343	116	174,401

Crowthorne Old Age to Teen Society

**Notes to the Financial Statements
for the year ended 30 April 2022**

19. FIXED ASSET INVESTMENTS

Movement in fixed asset listed investments

	2022	2021
	£	£
Carrying (fair) value at beginning of period	64,888	53,589
Deduct: value of investments sold during the period	-	-
Add: Additions during the period	120,000	-
Add: net gain on revaluation	2,908	11,299
	<hr/>	<hr/>
Carrying (fair) value at end of year	187,796	64,888
	<hr/>	<hr/>

Investments at fair value comprised

Listed investments	187,796	64,888
	<hr/>	<hr/>

All investments are carried at their fair value.

At 1st May 2021 the Charity held 300 accumulation units in the COIF Charities Investment Fund (purchased on 18 October 2007 at a cost of £24,731). On 7th July 2021, the Charity purchased a further 263.66 accumulation units for a cost of £60,000.

On 22nd April 2022, the Charity purchased 55,753.6 units in the Quilter Investors Limited QC Global Income & Growth GBP Distribution Fund for a cost of £60,000.

Holdings in common investment funds are at the bid price.

Asset sales and purchases are recognised at the date of trade at cost (that is their transaction value).

The main risk to the Charity from financial instruments lies in the combination of uncertain investment markets and volatility in yield.

20. DEBTORS

	2022	2021
	£	£
Other debtors	252	153
	<hr/>	<hr/>
	252	153
	<hr/>	<hr/>

21. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	2,486	225
Utility Reserve, Woodmancote House	230	230
Accruals	12,268	11,548
	<hr/>	<hr/>
	14,984	12,003
	<hr/>	<hr/>

Crowthorne Old Age to Teen Society

**Notes to the Financial Statements
for the year ended 30 April 2022**

22. ANALYSIS OF MOVEMENT IN FUNDS

	Balance 1 May 2021 £	Incoming resources £	Resources expended £	Transfers £	Gains and losses £	Funds 30 April 2022 £
Unrestricted funds						
General fund	430,201	249,614	(201,103)	-	2,908	481,620
	<u>430,201</u>	<u>249,614</u>	<u>(201,103)</u>	<u>-</u>	<u>2,908</u>	<u>481,620</u>
Restricted funds						
Co-op Community Fund	766	-	(55)	-	-	711
Concertina	100	-	(100)	-	-	-
Wokingham Without Parish Council	845	500	(1,345)	-	-	-
Crowthorne Parish Council	-	500	(500)	-	-	-
Bracknell Older Peoples Consortium	-	3,000	-	-	-	3,000
	<u>1,711</u>	<u>4,000</u>	<u>(2,000)</u>	<u>-</u>	<u>-</u>	<u>3,711</u>
TOTAL FUNDS	<u>431,912</u>	<u>253,614</u>	<u>(203,103)</u>	<u>-</u>	<u>2,908</u>	<u>485,331</u>

Unrestricted funds are available to be spent for any of the purposes of the Charity.

Restricted funds are held for the purposes specified by the donors and have been spent on those purposes or will be so spent in the coming months.

23. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Investments £	Net current assets £	Total £
Unrestricted funds	174,401	187,796	119,423	481,620
Restricted funds	-	-	3,711	3,711
Total funds at 30 April 2022	<u>174,401</u>	<u>187,796</u>	<u>123,134</u>	<u>485,331</u>

24. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2022 £	2021 £
Cash at bank and in hand	137,828	192,222
Short term deposits with a maturity date within one year	-	-
	<u>137,828</u>	<u>192,222</u>

Crowthorne Old Age to Teen Society

**Notes to the Financial Statements
for the year ended 30 April 2022**

25. OBLIGATIONS UNDER LEASES

The Charity leases the Shop from which it trades. The lease has a remaining term of almost three years and includes a provision for a three-yearly upward rent review based on the percentage increase in CPI. Future minimum rentals payable under non-cancellable operating leases are as follows:

	Land and buildings	
	2022	2021
	£	£
Amounts due:		
Within one year	16,947	16,947
Within one year to five years	29,655	46,603
	<hr/> 46,602 <hr/>	<hr/> 63,550 <hr/>

Operating lease agreements where the Charity is lessor

The Charity owns Woodmancote House which has 5 rooms that are let to third parties. The leases are on six-month terms with provisions for annual rent reviews.

Future minimum rentals receivable under non-cancellable operating leases are as follows:

	Land and buildings	
	2022	2021
	£	£
Amounts due:		
Within one year	38,532	37,944
	<hr/>	<hr/>

Crowthorne Old Age to Teen Society
Detailed Statement of Financial Activities
for the year ended 30 April 2022

	2022 £	2021 £
INCOME		
Donations and Legacies		
Gifts, donations and legacies	32,666	20,457
Grants	19,158	76,679
Membership subscriptions	832	335
	<u>52,656</u>	<u>97,471</u>
Income from other trading activities		
Fundraising events	-	-
Shop income	135,337	59,584
	<u>135,337</u>	<u>59,584</u>
Investment income		
Woodmancote House: rents and charges received	37,635	42,404
The COATS Centre room hire	-	-
Bank and deposit account interest	64	173
	<u>37,699</u>	<u>42,577</u>
Income from charitable activities		
The COATS Centre: Attendance and lunches	20,366	-
The COATS Centre Bus: Transport	2,425	42
	<u>22,791</u>	<u>42</u>
Other Income		
Gain on disposal of tangible fixed assets	-	-
Job Retention Scheme	5,131	77,437
	<u>5,131</u>	<u>77,437</u>
TOTAL INCOME	<u>253,614</u>	<u>277,111</u>

This page does not form part of the statutory financial statements

Crowthorne Old Age to Teen Society
Detailed Statement of Financial Activities
for the year ended 30 April 2022

	2022 £	2021 £
EXPENDITURE		
<i>Costs of raising funds</i>		
Fundraising expenses	-	-
Operation of Charity Shop		
Operating leases – land and buildings	16,947	16,946
Telephone	733	468
Light and heat	1,255	825
Repairs and maintenance	-	313
Other expenses	4,308	5,315
	<u>23,243</u>	<u>23,867</u>
Investment management costs		
Woodmancote House: Management fees	3,015	3,711
Woodmancote House: Water, light and heat, and other costs	2,625	4,242
Woodmancote House: Repairs and renewals	3,958	4,059
Woodmancote House: Depreciation on improvements to freehold property	86	-
	<u>9,682</u>	<u>12,012</u>
<i>Charitable activities</i>		
Wages and salaries	100,180	103,656
Social security costs	2,578	2,803
Other pension costs	4,459	4,936
Training and recruitment	1,015	352
The COATS Centre: Food and supplies	11,118	675
The COATS Centre: Light, heat, Rates and water	8,116	843
The COATS Centre: Insurance	2,906	3,846
The COATS Centre: Postage and stationery	217	322
The COATS Centre: Telephone	827	428
The COATS Centre: Activities and entertainment	2,245	12
The COATS Centre: Repairs and maintenance	3,318	3,724
The COATS Centre: Cleaning	3,491	-
The COATS Centre: Health and Safety	1,404	-
The COATS Centre: Waste collection	2,678	-
The COATS Centre: Other expenses	2,158	663
The COATS Centre: PPE	149	4,247
The COATS Centre: Other legal and professional fees	2,987	1,242
The COATS Centre Bus: Operating expenses	3,992	1,923
Publicity	-	904
Accountancy support	2,498	4,201
Independent examiner's fee	1,060	1,060
Depreciation of tangible fixed assets	12,782	15,472
	<u>170,178</u>	<u>151,309</u>
"Building a Better COATS" project costs	-	(2,936)
TOTAL EXPENDITURE	<u>203,103</u>	<u>184,252</u>
NET GAINS ON INVESTMENTS	2,908	11,299
NET INCOME	<u>53,419</u>	<u>104,158</u>

This page does not form part of the statutory financial statements