

**Edenbridge Friendz  
(Registered Charity)**

**Report and Financial Statements**

**Year ended 31 March 2022**

**Charity Number 1154713**

## **Edenbridge Friendz**

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## **Edenbridge Friendz**

### **Report of the Trustees for the year ended 31 March 2022**

The trustees are pleased to present their report together with the financial statements of the charity for the year ending 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in Note 1 to the Accounts and comply with the charity's trust deed, 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 2015).

### **Reference and Administrative Details**

Charity Number: 1154713

Principal Office: 27 Meadow Lane, Edenbridge TN8 6HT

Bankers: Lloyds TSB, PO Box 1000, BX1 1LT  
Virgin Money, Jubilee House, Gosforth NE3 4PL

Independent Examiner: R.G.Thomas

The trustees serving during the year and since the year end were as follows:

David Hepburn	Chair
Pauline Collins	Vice Chair
Geoffrey Haysom	Treasurer
Michael Collins	

Chief Executive Officer	Chris Burton
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The Trustees, together with Katherine Ewens, and Janet Slack form the executive committee.

## **Structure, Governance and Management**

### **Governing Document**

In November 2013 Edenbridge Friendz was converted from an unincorporated organisation and charity number 1039797 to a Charitable Incorporated Organisation (CIO) charity number 1154713 with a new Governing document. A CIO provides many of the benefits of incorporation but remains governed by the Charity Commission. The objectives, activities and trustees of the charity remain unchanged. All assets and liabilities of charity number 1039797 were transferred to 1154713.

### **Appointment of Trustees**

As set out in the Constitution trustees are elected annually at the AGM. They serve for a period of one year and seek re-election at the AGM. A member may be co-opted as a trustee during the year and their appointment ratified at the AGM. Trustees, the executive committee and all volunteers and staff are required to have DBS checks.

### **Organisation**

The trustees and executive committee administer the charity; they meet as required but at least four times a year. A Chief Executive has been appointed by the trustees to manage the day to day operations of the charity. A Chief Executive's Report is prepared for the trustees for each trustees meeting and more frequently as required.

### **Risk Assessment**

The trustees have reviewed any potential major risks and have established systems and procedures to manage those risks.

## **Objectives and Activities**

The objectives of the Society are principally:

- To provide help and support for people with a learning disability and their families and carers.
- To provide or assist in the provision of facilities for the recreation or other leisure time occupation for people who have a learning disability with the object of improving their conditions of life.

A 'Learning disability' affects someone's intellectual and social development throughout his or her life. A learning disability can be mild, moderate or severe.

The Society is working towards the reality of an inclusive society. It believes that all people with a learning disability should be able to make the most of their lives through self-fulfilment and independence. Where there are special needs, these needs and those of their families are met to ensure that they have the same opportunities as every other section of the community.

## **Public Benefit**

The trustees have reviewed the aims of the charity and the services it provides to ensure that they are for the public benefit. There are clear identifiable benefits available to a section of the public i.e. services to people with learning disabilities.

## **Activities and Achievements**

We provide the opportunity for adults with learning disabilities

- to be able to use leisure and social facilities in the community
- to develop skills and gain the confidence needed to access services without support

The Society has provided in recent years the following services:

- a Wednesday Club held at Home Farm Trust. This is very popular and enjoyed by 50 adults with learning disabilities from various group homes and parental homes in and around the Edenbridge area. We provided the opportunity to learn new skills, arts crafts, technology, disco, air hockey, table tennis, jigsaws, movie night, karaoke, sports, Bingo, quiz and Wii night and opportunities to socialise.
- An outing to the coast twice yearly, usually to Brighton in the mini bus plus cars. This is enjoyed by 50 people.

We have also enjoyed regular monthly trips to various activities; including the cinema, coach trips, lunches and Christmas activities.

Unfortunately, due to the impact of Covid 19 the Society was unable to operate during the financial year ended 31 March 2021 and therefore no activities were provided during that year. We were very disappointed that we were unable to provide our services during the year, but the health and safety of our service users, staff and volunteers is paramount.

However, we were able to recommence our Wednesday Club activities from September 2021.

We are delighted that so many adults with learning disabilities are now able to have access to our services. We believe that there is a demand for our services in our community. We aim to continue to work with partner organisations to provide opportunities to an increased number of members and offer voluntary positions in the community. We have introduced and will continue to introduce a new range of activities at our Wednesday club encompassing various sports and skills.

## **Fundraising**

The Society will continue to seek to provide more opportunities for its members and expand its activities. Furthermore, the Society recognises that as it expands it will need to be less dependent on its hard working volunteers and employ more sessional staff.

To achieve this it was necessary to continue its fundraising activities. Continued success was achieved in this regard and we will continue our fundraising initiatives to achieve our targets.

We are very grateful to the following for their support:

<b>Great Stone Bridge Estate</b>	<b>Henry Smith Charity</b>

## **Volunteer Support**

All of the trustees and executive committee are volunteers. They would like to acknowledge the additional voluntary support provided by, Richard Wheeler, Jeffrey Watson and Barry Lawn. The volunteers assist at our services. Estimated volunteer hours during the year ended 31 March 2022 were c. 462 hours, the value of which was c.£4,300.

## **Financial Review**

It is vital that we have sufficient funds to perform our duties to our members. Although we have incurred a deficit of £841 for the year ended 31 March 2022 (2021 - £1,375 deficit). The society remains well reserved to continue to carry out its services. The sources of income to the Charity were:

One off grants	£3,635
Donations	-
Club Fees	£1,530
Investment Income	£58
	£5,223

## **Investment Powers and Policy**

Under the Constitution, the charity has the power to invest in any way the trustees wish. However, the trustees have adopted a policy which is risk averse, but seeks to maximise investment return whilst retaining liquidity.

In addition to our existing bankers Lloyds TSB, who provide current account facilities, we have a higher rate current account with

Virgin Money. Balances with any individual bank do not exceed £43,729.

## **Reserves Policy**

The level of reserves has reduced during the year. Given our intention to maintain our services they will need to be kept at a significant level in order to protect against cyclical movements in income and expenditure. We have also ear marked £30,000 to cover the cost of replacement minibus or purchase of people carriers. Reserves of £51,420 represent 31 months expenditure (based on the full year ended 31 March 2020).

## **Trustees Responsibilities in relation to the Financial Statements**

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

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial 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, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- 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 proper accounting records which 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 trust deed. 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.

### Independent Examiner

Richard Thomas is our Independent Examiner and the trustees would like to thank him for carrying out this role for the Financial Statements year ended 31 March 2022 and for agreeing to continue to carry out this role.

A resolution will be proposed at the AGM that Richard be re-appointed as Independent Examiner to the charity for the ensuing year.

By order of the trustees:

Pauline Collins (Vice Chair)  
(Treasurer)

A handwritten signature in dark ink, appearing to read 'P Collins', with a horizontal line drawn underneath the name.

Geoffrey Haysom

A stylized handwritten signature in dark ink, consisting of several loops and a long horizontal stroke extending to the right.

**Edenbridge Friendz****Statement of Financial Activities** (including income and expenditure account) year ending 31 March 2022.

	<b>Note</b>	<b>Funds 2022</b>	<b>Funds 2021</b>
<b>Incoming resources</b>			
<b>Incoming resources from generated funds:</b>			
Voluntary income:			
Grants and donations	3	£3,635	£2,498
Investment Income	3	£58	£560
<b>Incoming resources from charitable activities:</b>			
Club fees	3		-
		£1,530	
<b>Total incoming resources</b>		<b>£5,223</b>	<b>£3,058</b>
<b>Resources expended</b>			
<b>Cost of generating funds</b>	4		£450
		£50	
<b>Charitable activities</b>	4		£2,353
<b>Governance costs</b>	4	£4,039	£1,630
		£1,975	
<b>Total resources expended</b>		<b>£6,064</b>	<b>£4,433</b>
<b>Net movement of funds in year</b>		<b>£(841)</b>	<b>£(1,375)</b>

The statement of financial activities includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.

**Edenbridge Friendz****Statement of Net Assets as at 31 March 2022**

	<b>Note</b>	<b>2022</b>	<b>2021</b>
<b>Current assets</b>			
<b>Bank balances</b>	<b>9</b>	<b>£52,945</b>	<b>£56,957</b>
<b>Petty cash</b>		<b>£ 7</b>	<b>£7</b>
<b>Prepayments</b>		<b>£268</b>	<b>£6</b>
			<b>32</b>
		<b>£53,220</b>	<b>£57,596</b>
<b>Creditors: amounts falling due within one year</b>			
<b>Deferred income</b>	<b>8</b>	<b>£250</b>	<b>£3,385</b>
<b>Creditors</b>		<b>£1,550</b>	<b>£1,950</b>
		<b>£1,800</b>	<b>£5,335</b>
<b>Net assets</b>		<b>£51,420</b>	<b>£52,261</b>

**Analysis of reserves**

<b>Restricted</b>	<b>£30,000</b>
<b>Unrestricted</b>	<b>£21,420</b>
	<b>£51,420</b>

**Approved on behalf of the Trustees:**

**Pauline Collins (Vice Chair)  
(Treasurer)**

**Geoffrey Haysom**

**26 May,2022**

**26 May,2022**

## **Independent Examiner's Report**

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43 of the Act);
- to follow the procedures laid down in the General Direction given by the Charity Commission (under section 43(7)(b) of the Act); and
- to state whether particular matters have come to my attention.

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanation from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that
  - proper accounting records are kept (in accordance with section 41 of the Act); and
  - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A handwritten signature in black ink, appearing to read 'R.G. Thomas', written in a cursive style.

R.G.Thomas  
26 May, 2022

## **Edenbridge Friendz**

### **Notes to the accounts**

#### **1. Accounting Policies**

##### **a) Basis of Preparation**

The financial statements have been prepared under the historic cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities, Statement of Recommended Practice: 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) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Financial Statements are prepared in Sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

##### **b) Reconciliation with previous Generally Accepted Accounting Practice**

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FS102 and the Charities SORP FRS 102 the restatement of comparative items may be required and concluded that no restatements were required. The transition date was 1 April 2015.

##### **c) Incoming Resources**

Voluntary income which includes donations and grants from charitable bodies, and income from charitable activities is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or relates to future accounting periods; or

- The donor has imposed conditions, which must be met before the charity has unconditional entitlement.

d) Investment income is recognised on a received basis.

#### e) Volunteers and Donated Services and Facilities

The value of services provided by volunteers is not incorporated into these financial statements. Further details of the contribution made by volunteers can be found in the trustees annual report.

#### f) Resources Expended

Expenditure is recognised when a liability is incurred.

- Costs of generating funds are those costs incurred in attracting voluntary income, and those incurred in fundraising activities.
- Charitable activities have included expenditure associated with the provision of inter alia a weekly social club, a weekly swimming session, weekend activities, and a Christmas party for service users and include both the direct costs and where relevant support costs relating to these activities.
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

#### g) VAT

All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

#### h) Going Concern



The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

## 2. Legal Status of the Society

The Society is a registered charity with no share capital. The liability of each member in the event of winding up is limited to £5.

## 3. Financial Activities of the Charity

Incoming Resources

(i) Analysis of voluntary income

	2022	2021
One off grants received	£3,635	£2,165
Donations	-	£333
	£3,635	£2,498

(ii) Analysis of income from charitable activities

	2022	2021
Club fees	£1,530	-

(iii) Investment Income

All of the society's investment income arises from the Society's bank accounts.

## 4. Analysis of resources expended.

(i) Cost of generating funds represents all costs incurred in generating voluntary income.

## (ii) Charitable activities

	2022	2021
Direct costs	£4,039	£2,353

## (iii) Governance

Direct costs	£1,975	£1,630
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## Analysis of Charitable Expenditure

Activities	£451
Transport costs	£1,101
Staff pay	£1,598
Room hire	£720
Other Costs	£169
<b>Total</b>	<b>£4,039</b>

The charity undertakes direct charitable activities only and does not make grant payments.

**5. Staff Numbers**

No staff are directly employed by Edenbridge Friendz.

**6. Taxation**

The Society is a registered charity and no provision is considered necessary for taxation.

**7. Independent Examiner's Remuneration**

The independent examiner does not charge a fee for his work.

## **8. Deferred Income**

Being grants received in the year ended 31 March 2022 relating to activities to be undertaken in the year ended 31 March 2023 £250 (2021 - £3,385).

## **9. Bank Balance**

Funds are held on bank current accounts.