

# LEWES HOUSE OF FRIENDSHIP

England & Wales · Charity number 1158437

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2014-09-03

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

## Contact

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**Address** Lewes House Of Friendship  
208 High Street  
Lewes  
East Sussex  
BN7 2NS

**Phone** 01273476469

**Email** [leweshouseoffriendship@gmail.com](mailto:leweshouseoffriendship@gmail.com)

**Website** [www.leweshouseoffriendship.org](http://www.leweshouseoffriendship.org)

## Activities

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**Objects:** THE OBJECT OF THE ASSOCIATION SHALL BE TO PROMOTE THE WELLBEING OF OLDER PEOPLE, IN ANY MANNER WHICH NOW IS OR HEREAFTER MAY BE DEEMED BY LAW TO BE CHARITABLE, IN AND AROUND LEWES (HEREINAFTER CALLED "THE AREA OF BENEFIT").

**Activities:** Lewes House of Friendship exists to promote the wellbeing of older people, in any manner which now is or hereafter may be deemed by law to be charitable, in and around Lewes. It organises the following activities: \* provision of home-cooked, nutritious lunches\* delivered lunches to vulnerable members \* exercise groups\* craft, \* choir, \* yoga group\* bereavement support

## Classification

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- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** Other Charitable Purposes
- **Who:** Elderly/old People

## Geography

- East Sussex

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£162,628	£204,701	-	-
2024-03-31	£127,162	£142,163	-	-
2023-03-31	£658,823	£135,807	£722,618	6
2022-03-31	£86,491	£99,604	-	-
2021-03-31	£80,888	£92,742	-	-

## Trustees

Name	Role	Appointed
CHRISTINE ELIZABETH MOON		2008-10-01
Nigel Scott		2017-05-01
POLLY SENTER		2023-11-13

**LEWES HOUSE OF FRIENDSHIP**

England & Wales - Charity number 1158437

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# Accounts

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CHARITY  
COMMISSION

**REPORT OF THE TRUSTEES AND**  
**UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025**

**FOR**

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

F1 CRT Limited  
Flat 24 Wellingtonia Court  
Laine Close  
Brighton  
East Sussex  
BN1 6TD

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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**FOR THE YEAR ENDED 31 MARCH 2025**

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**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2025**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of 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).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

Lewes House of Friendship exists to promote the wellbeing of older people in any manner which now is or hereafter may be deemed by law to be charitable in and around Lewes.

The staff and volunteers supported these objectives during the year by continuing to encourage participation in activities held in the House itself and by continuing the lunch delivery service to members' homes when required..

**Public benefit**

Lewes House of Friendship exists to support the older members of the community of Lewes and its surrounding villages and small towns. Its activities are designed solely to benefit its members, the public from which its members are drawn, and the community in which it is located.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

**Overview and Background**

This year has been full of challenges - some positive and motivating, others more obviously demanding and all coloured by feelings of sadness at the death of one of the key players in the success of the House.

On the upside, we have put in place some of the recommendations from the Strategic Review regarding our aims and activities for the future.

By contrast, the legacy of the pandemic and its aftermath have continued to pose challenges. Financial concerns have dominated much of our thinking.

We coped with the Covid 19 crisis as well as was possible and emerged from its limitations believing we might return to the old ways of working. Regrettably, we still have a large part of the membership struggling to overcome fear of "going out". Lunching at the House and taking part in its various activities seem no longer to hold their former appeal and numbers have declined markedly. This is at the core of the financial challenge we have faced.

The Strategic Review, established to help us frame our future objectives, gained momentum early in the year when an external agency presented its research report. This contained interesting observations about the way the House is perceived locally and excellent insights into ways in which we might develop for the future. By the close of the year, a range of actions had been initiated to enable a relaunch of the House which we hope may lead to a growing membership and a wider range of activity - all without upsetting the established and appreciated ways of working.

The revamp of the garden with new planting was completed thanks to the Audrey James' legacy. The garden was opened formally by the Mayor of Lewes, Councillor Imogen Makepeace, on 5 July 2024 and has yielded a splendid outdoor area for members to enjoy when weather permits. A time capsule was buried in the garden.

Tragically, just before Christmas, one of our dearest colleagues died suddenly. Keith Stenning had worked as the Cook in charge of the kitchen for twelve years. Not only did he create excellent meals, but he was a key player in generating the warm and welcoming atmosphere that characterised the House. His loss has had a profound impact on many. In particular, on Sophie and Rachel, his closest colleagues, who have rallied valiantly to maintain the lunch service without him; but also on the volunteers and staff with whom he worked closely; and on the members of the House who could always rely on a cheery welcome from him and whose dietary preferences were imprinted on his memory. Keith was a special colleague and friend and is very much missed.

**Achievement and performance**

The Executive Committee met on eight occasions during the year. Two special meetings were held to provide time to reflect on the impact of Keith's death and the way in which we might cope with his loss and on the relaunching of the House and its activities.

Rosie Taylor, one of the key volunteers leading the garden revamp, resigned from the committee mid-way through the year having achieved her aims with the new design and planting.

There has been a significant decline in the number of people taking lunch at the House and even those receiving their lunches at home have reduced in number. This is a concern for the Executive Committee since it results in an increase in the subsidy incurred for each meal taken. While the lunch service has never been expected to break even, the committee cannot allow the subsidy to grow in an uncontrolled way. Neither can excessively high price increases be used to resolve the issue. Serious consideration - possibly to introduce different types of food/meal offerings - was initiated, aiming to discover whether this might encourage greater take-up and a lessening of the worrying subsidy. It is fortunate that the generous bequest noted in last year's report can bridge the financial gap while these considerations continue.

Established activities - exercise classes, ukulele classes, the craft group, and the choir - continued to attract regular participants. To extend the range of our activities and possibly to encourage new members, new initiatives were tried. Thanks must go to Alex Salmon, who manages the House and all that happens there, and to individual committee members whose ideas for change and development were invaluable.

Yoga and Pilates sessions were set up and have proved welcome and worthwhile. Therapeutic hand massage sessions were also tried.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2025**

Inter-generational meetings between children from a local primary school and our members were set up with considerable success. Recently, it has been possible to extend the inter-generational work by inviting babies and toddlers into the House with their parents to mix with the members. It is too early to be definitive about the impact of this initiative.

Links with the local independent cinema have enabled screenings to be established as part of the regular programming that are felt to better reflect the interests of older residents. This is quite a difficult area given the variety of tastes and opinions which inevitably exist in any defined age group. This may therefore be seen as an opportunity to show a range of films, carefully monitor reactions and seek feedback and recommendations for the future.

A bereavement group was established to recognise this important need for so many of the older residents of Lewes. After early sessions, it was necessary to alter the format to better reflect the preferences of those affected. This more individual approach in the Bereavement Circle continues.

As part of the "soft" relaunch - to promote the House in a livelier way - some modest redecoration and refurbishment was carried out, a new logo was designed and a new website developed and inaugurated.

Towards the end of the year, members of the Executive Committee resolved to re-establish a closer relationship with Age UK East Sussex with whom we were formally and formerly affiliated. Working together, the trustees believe that we could make bolder strides forward in our stated objective to promote the wellbeing of older residents to help them make the best of later life and to provide a livelier and more relevant source of support and social engagement for them. This initiative is in its earliest stage but very much on the agenda for the coming year.

The trustees offer their sincere thanks to the volunteers, the committee members, the staff and, not least, the members who continue to appreciate the efforts of all involved and make the House the place that it is.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**FINANCIAL REVIEW**

**Financial position**

The Trustees note that ongoing operating income for the year was £162,628 and that expenditure was £205,337.

The deficit for ongoing operations was therefore £42,709 for the year: an increase of over £24,000 on the previous year.

This increase was a return to a level of deficit we would generally expect following the unusually small deficit in 2023/24.

Flat rental and room hire have continued to provide excellent income maintaining the levels achieved in 2023/24. Fewer meals were provided during the year but with increased charges the annual meal income has been maintained. Close control continued with regard to grocery charges resulting in a small reduction compared to 2023/24.

Advantage was taken of a credit built up with HMRC due to the fact that we did not claim Employment Allowance in the years 2021, 2022 and 2023. The effect of this was to reduce our outgoings to HMRC by nearly £9,000 in 2024/25.

Building maintenance remains a substantial expense. Repairing the sash windows and dishwasher repairs being the major costs this year. Fortunately Flat maintenance has remained low for the second year running..

Utility costs, especially the electric heating, substantially increased in the financial year, not helped by the fact that British Gas, our supplier, failed to issue bills for six months. The situation is now resolved but on-going charges remain high.

A final settlement from the legacy of Audrey James was received, an additional sum of £22,585. In these uncertain times we have held all of the legacy received from Audrey James in savings accounts managed by Flagstone. Interest from these savings accounts amounted to over £36,000 in 2024/25.

Our investments with Columbia Threadneedle were left untouched during the year and were valued at £81,481 in March 2025.

During 2024/25 a number of projects were undertaken. In recognition of the legacy from Audrey James a major garden project was completed as a memorial to her generosity. As part of planning for the future it was decided to instigate some market research, look at modernising our image and update our website. In total just over £52,000 was spent on these four projects.

The unexpected shock of the passing of Keith Stenning created a major challenge to all the staff and volunteers at the Lewes House of Friendship. In recognition of Keith's contribution to the Lewes House of Friendship it was decided to pay an ex Gratia payment to Adela Potten to support her during this difficult period.

The increased hours taken on by Rachel and Sophie to keep the house running following the loss of Keith meant that they were now eligible to be placed in a pension scheme. A pension contract with the NEST scheme of the Department of Work and Pensions was set up and both Rachel and Sophie have been enrolled with the scheme since February 2025.

The charity ended the year carrying forward a total of £633,772.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**FINANCIAL REVIEW**

**Investment policy and objectives**

The trustees consider that cash should be maintained at a level of c£15,000 in an easy access account to cover regular expenditure, modest capital projects and unforeseen essential repairs to the fabric of the House. Funds in excess of this are available for investment. With the uncertainty prevailing in the stock market at present, it has been decided to leave the Columbia Threadneedle investments unchanged as they are currently invested in long term stock market funds.

For the remaining funds, the decision has been made to invest them in high interest accounts until greater stability returns to the stock market. This was regarded as the best option when the low returns from a deposit account and the long-term aim of achieving higher returns via the stock market were considered. The funds will be split across several FSCS protected providers over periods of time ranging from three to six months. This approach will help the charity fund the predicted annual loss of £40,000 on routine operations and give easy access to funds when required.

This investment approach will be reviewed periodically.

**Reserves policy**

The trustees remain confident that the current financial position of the charity remains sound taking account of recent and anticipated uncertainties. The charity's investments would enable the charity to discharge its responsibilities for at least five years even in the unlikely event of a serious decline in income. However, beyond five years, the outlook is more unpredictable making planning more than five years ahead very difficult.

**FUTURE PLANS**

The major focus for the coming year will be the establishing of a new relationship with Age UK East Sussex in order to enhance the capacity of both organisations to support the older population of Lewes to make the best of later life.

Further developments arising from the Strategic Review will be implemented and financial solvency will continue to be an important driver of thinking and action.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

Lewes House of Friendship is a Charitable Incorporated Organisation (CIO) registered on 3 September 2014 and is governed in accordance with the Charity Commission's model constitution for Associations. It took over the assets and activities of the former charity registered number 207310.

The main decision-making body, the Executive Committee, comprised the three trustees plus, currently, four other members. The committee met on eight occasions during 2024/25. The major decisions taken by the committee during the year were the investment of the significant legacy, a revision to the objectives of the charity, the intention to relaunch the charity following the Strategic Review and the re-establishment of closer working with Age UK East Sussex.

The Annual General Meeting was held on 22 August 2024.

**Risk management**

The trustees remain confident that its policies and systems of reporting are in good order and that appropriate insurances are in place to mitigate any potential risk. To this end, a risk register has been created which identifies the major areas of risk, their potential impact and the means employed to mitigate their occurrence and impact

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1158437

**Principal address**

Lewes House Of Friendship  
208 High Street  
Lewes  
East Sussex  
BN7 2NS

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**Trustees**

C Moon Hon Secretary  
N Scott Hon Treasurer  
P Senter Hon Chair

**Independent Examiner**

Christopher Robert Tyler FCA DChA FCIE  
F1 CRT Limited  
Flat 24 Wellingtonia Court  
Laine Close  
Brighton  
East Sussex  
BN1 6TD

**Solicitors**

Mayo Wynne Baxter  
3 Bell Lane  
Lewes  
East Sussex  
BN7 1JU

**Bankers**

CAF Bank  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

Flagstone  
1st Floor  
Clareville House  
26-27 Oxendon Street  
London  
SW1Y 4EL

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

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;
- state whether applicable accounting standards 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.


**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued**

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 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.

Approved by order of the board of trustees on 21 July 2025 and signed on its behalf by:

  
.....  
N Scott - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
LEWES HOUSE OF FRIENDSHIP**

**Independent examiner's report to the trustees of Lewes House Of Friendship**

I report to the charity trustees on my examination of the accounts of Lewes House Of Friendship (the Trust) for the year ended 31 March 2025.

**Responsibilities and basis of report**

As the charity trustees of the Trust 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 Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

**Independent examiner's statement**

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 the Trust 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 applicable 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.



Christopher Robert Tyler FCA DChA FCIE

F1 CRT Limited  
Flat 24 Wellingtonia Court  
Laine Close  
Brighton  
East Sussex  
BN1 6TD

Date: 22 May 2025

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2025**

	Notes	Unrestricted fund £	Restricted fund £	2025 Total funds £	2024 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	747	-	747	4,574
<b>Charitable activities</b>					
Catering, welfare and activities	4	90,665	-	90,665	88,947
Investment income	3	71,216	-	71,216	33,641
<b>Total</b>		<u>162,628</u>	<u>-</u>	<u>162,628</u>	<u>127,162</u>
<b>EXPENDITURE ON</b>					
Raising funds	5	223	-	223	984
<b>Charitable activities</b>					
Catering, welfare and activities	6	203,518	636	204,154	140,279
Support costs		960	-	960	900
<b>Total</b>		<u>204,701</u>	<u>636</u>	<u>205,337</u>	<u>142,163</u>
Net gains/(losses) on investments		<u>(1,177)</u>	<u>-</u>	<u>(1,177)</u>	<u>10,038</u>
<b>NET INCOME/(EXPENDITURE)</b>		<u>(43,250)</u>	<u>(636)</u>	<u>(43,886)</u>	<u>(4,963)</u>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		677,022	17,816	694,838	699,801
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>633,772</u></u>	<u><u>17,180</u></u>	<u><u>650,952</u></u>	<u><u>694,838</u></u>

The notes form part of these financial statements

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**BALANCE SHEET**  
**31 MARCH 2025**

	Notes	Unrestricted fund £	Restricted fund £	2025 Total funds £	2024 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	12	9,492	17,180	26,672	28,641
Investments	13	81,481	-	81,481	82,658
		<u>90,973</u>	<u>17,180</u>	<u>108,153</u>	<u>111,299</u>
<b>CURRENT ASSETS</b>					
Stocks	14	400	-	400	400
Debtors	15	3,120	-	3,120	25,880
Cash at bank and in hand		550,636	-	550,636	560,423
		<u>554,156</u>	<u>-</u>	<u>554,156</u>	<u>586,703</u>
<b>CREDITORS</b>					
Amounts falling due within one year	16	(11,357)	-	(11,357)	(3,164)
		<u>542,799</u>	<u>-</u>	<u>542,799</u>	<u>583,539</u>
<b>NET CURRENT ASSETS</b>					
		<u>633,772</u>	<u>17,180</u>	<u>650,952</u>	<u>694,838</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>633,772</u>	<u>17,180</u>	<u>650,952</u>	<u>694,838</u>
<b>NET ASSETS</b>					
<b>FUNDS</b>					
	17			633,772	677,022
Unrestricted funds				17,180	17,816
Restricted funds					
<b>TOTAL FUNDS</b>				<u>650,952</u>	<u>694,838</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 21.5.2025 and were signed on its behalf by:

  
 N Scott - Trustee

The notes form part of these financial statements

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31 MARCH 2025**

	Notes	2025 £	2024 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	<u>(46,310)</u>	<u>202,510</u>
Net cash (used in)/provided by operating activities		<u>(46,310)</u>	<u>202,510</u>
<b>Cash flows from investing activities</b>			
Interest received		<u>36,523</u>	<u>1,215</u>
Net cash provided by investing activities		<u>36,523</u>	<u>1,215</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<u>(9,787)</u>	<u>203,725</u>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>560,423</u>	<u>356,698</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><u>550,636</u></u>	<u><u>560,423</u></u>

The notes form part of these financial statements

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**1. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2025 £	2024 £
Net expenditure for the reporting period (as per the Statement of Financial Activities)	(43,886)	(4,963)
<b>Adjustments for:</b>		
Depreciation charges	1,969	2,117
Losses/(gain) on investments	1,177	(10,038)
Interest received	(36,523)	(1,215)
Decrease in debtors	22,760	217,074
Increase/(decrease) in creditors	8,193	(465)
<b>Net cash (used in)/provided by operations</b>	<u>(46,310)</u>	<u>202,510</u>

**2. ANALYSIS OF CHANGES IN NET FUNDS**

	At 1.4.24 £	Cash flow £	At 31.3.25 £
Net cash			
Cash at bank and in hand	560,423	(9,787)	550,636
	<u>560,423</u>	<u>(9,787)</u>	<u>550,636</u>
<b>Total</b>	<u>560,423</u>	<u>(9,787)</u>	<u>550,636</u>

The notes form part of these financial statements

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS102, have been prepared in accordance with the Charities SORP (FRS102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019)', Financial Reporting Standard FRS102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

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

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

**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.

Legacy gifts are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Donations are recognised when the Trust has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

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 bank.

**Expenditure**

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of resources expended in the Statement of Financial Activities. The charity is not registered for VAT and accordingly expenditure is shown gross of VAT.

Support costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to the examination of the accounts and all the costs of complying and constitutional and statutory requirements.

**Stocks**

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

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

Funds held by the Charity are: -

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**1. ACCOUNTING POLICIES - continued**

**Fund accounting**

Designated funds - these are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds - these are funds that 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.

Endowment Funds - these funds represent those assets which must be held permanently by the charity. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income.

Further explanation of the nature and purpose of each fund is included in the notes to the Accounts

**Depreciation**

The costs of tangible fixed assets is written-off over their useful economic lives as follows:-

Freehold Buildings	2% straight line basis
Fixtures, fittings & equipment	10% reducing balance basis

All assets costing more than £500 are capitalised and valued at historical cost.

**Realised and unrealised gains and losses.**

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

**Fixed Asset Investments**

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 statement of financial activities includes the net gains and losses arising the revaluation and disposals throughout the year.

The Trust does not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

**Pensions**

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme operated by NEST. The charity's contribution is restricted to the contributions disclosed in the notes. There were no outstanding contributions at the year end.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**2. DONATIONS AND LEGACIES**

	2025	2024
	£	£
Donations and gifts	747	1,388
Legacies	-	2,586
Grants	-	600
	<u>747</u>	<u>4,574</u>

Grants received, included in the above, are as follows:

	2025	2024
	£	£
Lewes Town Council	<u>-</u>	<u>600</u>

**3. INVESTMENT INCOME**

	2025	2024
	£	£
Rents received	34,693	32,426
Deposit account interest	36,523	1,215
	<u>71,216</u>	<u>33,641</u>

**4. INCOME FROM CHARITABLE ACTIVITIES**

	2025	2024
	£	£
Catering	50,318	51,130
Welfare and activities	26,846	30,263
Employment allowance	13,501	7,554
	<u>90,665</u>	<u>88,947</u>

**5. RAISING FUNDS**

**Raising donations and legacies**

	2025	2024
	£	£
Investment brokers fees	<u>223</u>	<u>984</u>

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**6. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 7) £	Support costs (see note 8) £	Totals £
Catering,welfare and activities	204,154	-	204,154
Support costs	-	960	960
	<u>204,154</u>	<u>960</u>	<u>205,114</u>

**7. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	2025 £	2024 £
Catering	18,959	18,675
Welfare and activities	2,715	2,892
Rent	760	582
Rates and water	2,388	2,053
Building and equipment maintenance	44,315	14,250
Cleaning	6,299	5,797
Light and heat	11,884	9,699
Insurance	2,334	2,185
Letting agents fees	2,803	2,829
Bank charges	505	544
Printing,postage and stationery	967	991
Telephone	1,137	581
Computer costs	1,828	381
Sundries	2,728	2,576
Staff costs	86,873	74,127
Depreciation	1,969	2,117
Professional fees	15,690	-
	<u>204,154</u>	<u>140,279</u>

**8. SUPPORT COSTS**

	Governance costs £
Support costs	960
	<u>960</u>

**LEWES HOUSE OF FRIENDSHIP  
FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2025**

**8. SUPPORT COSTS - continued**

Support costs, included in the above, are as follows:

	2025 Support costs £	2024 Total activities £
Independent examiners fees	<u>960</u>	<u>900</u>

**9. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

**10. STAFF COSTS**

Staff costs during the year were as follows:

	2024 £	2023 £
Gross pay	69,417	62,366
Employers national insurance	4,710	4,304
Pension costs	<u>110</u>	<u>-</u>
	<u>74,237</u>	<u>66,670</u>

The average number of employees during the year was 4 (2 full time equivalent) (2022 : 4 (2 full time equivalent)) excluding the directors/trustees.

The directors/trustees received no remuneration or any other benefits in respect of their duties in that capacity during the year.

The charity considers its key management personnel to be the directors/trustees.

**11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES 2024**

	Unrestricted fund £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	4,574	-	4,574
<b>Charitable activities</b>			
Catering, welfare and activities	88,947	-	88,947
Investment income	<u>33,641</u>	<u>-</u>	<u>33,641</u>
<b>Total</b>	<u>127,162</u>	<u>-</u>	<u>127,162</u>
<b>EXPENDITURE ON</b>			
Raising funds	984	-	984
<b>Charitable activities</b>			
Catering, welfare and activities	139,643	636	140,279
Support costs	900	-	900

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES 2024 - continued**

	Unrestricted fund £	Restricted fund £	Total funds £
<b>Total</b>	141,527	636	142,163
Net gains on investments	10,038	-	10,038
<b>NET INCOME/(EXPENDITURE)</b>	(4,327)	(636)	(4,963)
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	681,349	18,452	699,801
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>677,022</u>	<u>17,816</u>	<u>694,838</u>

**12. TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1 April 2024 and 31 March 2025	31,808	41,755	73,563
<b>DEPRECIATION</b>			
At 1 April 2024	16,503	28,419	44,922
Charge for year	636	1,333	1,969
At 31 March 2025	17,139	29,752	46,891
<b>NET BOOK VALUE</b>			
At 31 March 2025	<u>14,669</u>	<u>12,003</u>	<u>26,672</u>
At 31 March 2024	<u>15,305</u>	<u>13,336</u>	<u>28,641</u>

**13. FIXED ASSET INVESTMENTS**

	Listed investments £
<b>MARKET VALUE</b>	
At 1 April 2024	82,658
Revaluations	(1,177)
At 31 March 2025	<u>81,481</u>
<b>NET BOOK VALUE</b>	
At 31 March 2025	<u>81,481</u>
At 31 March 2024	<u>82,658</u>

There were no investment assets outside the UK.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**13. FIXED ASSET INVESTMENTS - continued**

Cost or valuation at 31 March 2025 is represented by:

		Listed investments £	
Valuation in 2025		81,481	
		<u>          </u>	
<b>14. STOCKS</b>			
	2025	2024	
	£	£	
Stocks	400	400	
	<u>          </u>	<u>          </u>	
<b>15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>			
	2025	2024	
	£	£	
Catering and other debtors	2,616	2,917	
Legacy receivable	-	22,586	
Prepayments	504	377	
	<u>          </u>	<u>          </u>	
	3,120	25,880	
	<u>          </u>	<u>          </u>	
<b>16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>			
	2025	2024	
	£	£	
Other creditors	11,357	3,164	
	<u>          </u>	<u>          </u>	
<b>17. MOVEMENT IN FUNDS</b>			
	At 1.4.24	Net movement in funds	At 31.3.25
	£	£	£
<b>Unrestricted funds</b>			
General fund	677,022	(43,250)	633,772
<b>Restricted funds</b>			
Endowment fund	17,816	(636)	17,180
	<u>          </u>	<u>          </u>	<u>          </u>
<b>TOTAL FUNDS</b>	<u>694,838</u>	<u>(43,886)</u>	<u>650,952</u>

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**17. MOVEMENT IN FUNDS - continued**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	162,628	(204,701)	(1,177)	(43,250)
<b>Restricted funds</b>				
Endowment fund	-	(636)	-	(636)
<b>TOTAL FUNDS</b>	<u>162,628</u>	<u>(205,337)</u>	<u>(1,177)</u>	<u>(43,886)</u>

**Comparatives for movement in funds**

	At 1.4.23 £	Net movement in funds £	At 31.3.24 £
<b>Unrestricted funds</b>			
General fund	681,349	(4,327)	677,022
<b>Restricted funds</b>			
Endowment fund	18,452	(636)	17,816
<b>TOTAL FUNDS</b>	<u>699,801</u>	<u>(4,963)</u>	<u>694,838</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	127,162	(141,527)	10,038	(4,327)
<b>Restricted funds</b>				
Endowment fund	-	(636)	-	(636)
<b>TOTAL FUNDS</b>	<u>127,162</u>	<u>(142,163)</u>	<u>10,038</u>	<u>(4,963)</u>

The endowment fund represents those assets which must be held permanently by the charity, in this case the freehold property.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**18. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2025.

**LEWES HOUSE OF FRIENDSHIP**

England & Wales - Charity number 1158437

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# Accounts

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CHARITY  
COMMISSION

**REPORT OF THE TRUSTEES AND**  
**UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024**  
**FOR**  
**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

F1 CRT Limited  
Flat 24 Wellingtonia Court  
Laine Close  
Brighton  
East Sussex  
BN1 6TD

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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**FOR THE YEAR ENDED 31 MARCH 2024**

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**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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

The trustees present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of 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).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

Lewes House of Friendship exists to promote the wellbeing of older people in any manner which now is, or hereafter may be, deemed by law to be charitable in and around Lewes.

The staff and volunteers supported these objectives during the year by continuing to encourage participation in activities held in the House itself (after the Covid interlude) and by continuing the lunch delivery service to members' homes where required.

**Public benefit**

Lewes House of Friendship exists to support the older members of the community of Lewes and its surrounding villages and small towns and was, throughout the year, a Friend of Age UK, East Sussex. Its activities are designed solely to benefit its members, the public from which its members are drawn, and the community in which it is located.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

This year has seen the House start to feel that the Covid interlude really has now ended; regrettably, some members remain unhappy about going out into social settings. The trustees are pleased to report that the number of people taking part in activities in the House itself is starting to get back to pre-pandemic levels. There were 200 members by the end of the year - up from 170 the previous year.

The Executive Committee met on seven occasions during the year and continued to grapple with concerns about finance and the future. These anxieties were allayed to some extent by the receipt of a very generous legacy from the late Audrey James who had been a member of the House. While this legacy has provided a welcome breathing space, the committee remained concerned that in-year finances could not balance given accelerating costs and static income. The Executive Committee therefore continued to review the way forward with help from external consultants. It had been anticipated that the strategic review would be completed by the time of writing this annual report and that the resultant plan would have been nearing publication. Regrettably, this has not been possible for various reasons beyond the control of the committee. However, the new Chair, Polly Senter, has re-energised the project and it is moving forward once more. It is expected that a plan for the future will be published towards the end of the year.

Polly Senter became Chair in November 2023 following Heather Hicks' decision to stand down having completed 16 years in the role until her departure at the conclusion of the AGM in August 2023. Heather was succeeded for a very brief period by Joanna Crook who was appointed at the 2023 AGM; she resigned in October 2023.

At the start of the year, John Pigott, a very long-standing member of the Executive Committee, and Treasurer for many of his years of service, determined that it was time for him to leave us. His dedication to the House was acknowledged at the AGM as was that of Heather Hicks and both were presented with gifts to recognise how much they had contributed to the development of the House and its work. Sue Willsher joined the committee towards the end of the year; her wisdom and knowledge of the House have been welcomed by committee colleagues.

A key issue being dealt with by the committee concerned the efficiency of the House in relation to energy and the associated energy costs. Polly has taken the lead on this issue and has engaged help from Ovesco to assess how it might be possible to eliminate draughts, maintain a warm and comfortable environment for our members and our tenants, simultaneously reducing our energy costs.

The major activities of the House continued through the year. Thanks to the skill and commitment of Keith, Sophie and Rachel, excellent home-cooked lunches were served to about 150 people each week throughout the winter months. Established activities including the Extend exercise classes, ukulele lessons, the craft group and the choir flourished. Qi Gong continued through to February. A new balance class was started in the autumn and continued until May 2024 while a bereavement group was established in February 2024.

Rosie Taylor enabled the House to participate in the Heritage Open Days established in the town during September. She and colleagues offered afternoon teas and she created a highly informative display outlining the intriguing history of the House. Rosie also enabled the House to take part in Wildflower Lewes with the window boxes providing beautiful displays whose plants have survived the winter and continue to bloom.

As the year ended, we were pleased to announce the completion of the redevelopment of the rear garden at the House - a project led by Rosie and Su Balcombe throughout the past twelve months. It was made possible by the legacy from Audrey James and has culminated in a very attractive place for members to enjoy the fresh air and the beautiful planting. For those interested in gardening, the more accessible plant beds will allow them to play a direct role in the development and maintenance of the garden for the future.

It has been a challenging year in many ways but we made progress and the committee and the trustees have been well-supported by Alex Salmon, our relatively recently-appointed part-time Manager. She has played her part in all the activities noted here and has introduced a regular Newsletter to keep members aware of all that is going on at the House.

The trustees offer their sincere thanks to the staff, the committee members, and all the volunteers without whom the House would just not exist.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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

**FINANCIAL REVIEW**

**Financial position**

The Trustees note that ongoing operating income for the year was £127,162 and that expenditure was £142,163. The deficit for ongoing operations was therefore £15,001 for the year: a decrease of over £20,000 on the previous year.

This decrease was due to certain exceptional circumstances which are unlikely to be repeated, and in future years the deficit is likely to return to a predicted level of £28,000 to £38,000 per year.

One reason for the reduction in deficit was the fact that Employment Allowance had not been claimed for the years 2021, 2022 and 2023. Employment Allowance is available to small organisations and reduces the amount of National Insurance contributions the organisation pays on behalf of its employees. The total amount reclaimed for the missing years exceeded £10,000 in total with over £7,000 credited to the 2023/24 accounts.

With the refurbished Flat 4 now in full operation Rental income increased to over £32,000 for the year whilst agent fees have remained almost static over the last five years due to excellent negotiation by Alex Salmon. The effects of Covid are at last waning and Room Hire income has significantly rebounded improving to £23,000 for the year an increase of 65% over the previous year and well above the levels prior to the pandemic.

With the increase in meal charges catering income has improved whilst the staff have kept close control over the grocery costs keeping them at a similar level to the previous year.

Building maintenance remains a substantial expense. Water penetration in the dining room, the building of an office for Alex and the replacement of a freezer being the major expenses this year. Fortunately Flat maintenance has been low for the year.

Utility costs, especially the electric heating, substantially increased in the financial year but a new contract for the next three years has been negotiated from July 2024 at a saving of 40% over the current deal.

Due to the closure of five bank branches in Lewes including HSBC (which handled cash and cheques on behalf of our Charities Aid Foundation current account) the House opened an account with Lloyds to enable the paying in of cash, CAF Bank having arranged for the Post Office to accept the crediting of cheques. Recently CAF have agreed with the Post Office to credit cash as well, so our Lloyds account is no longer required. The Lloyds account will be maintained for a period until we are confident that the Post Office arrangements are reliable.

It came to our notice that for some reason the Annual Report for the Lewes House of Friendship for 2022 had been marked as qualified on the Charity Commission website. This had resulted in a number of rejections when grant applications had been applied for. No explanation could be found for this qualification of the 2022 accounts and it has now been rectified on the Charity Commission website which should avoid any further grant application rejections.

Our investments with Columbia Threadneedle were left untouched during the year and were valued at £82,658 in March 2024.

The legacy from the late Audrey James was invested in high interest savings accounts with a number of organisations via a platform run by Flagstone. The average rate of interest after charges has amounted to just over 4.6%.

The charity ended the year carrying forward a total of £677,022.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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

**FINANCIAL REVIEW**

**Investment policy and objectives**

The trustees consider that cash should be maintained at a level of c£15,000 in an easy access account to cover regular expenditure, modest capital projects and unforeseen essential repairs to the fabric of the House. Funds in excess of this are available for investment. With the uncertainty prevailing in the stock market at present, it has been decided to leave the Columbia Threadneedle investments unchanged as they are currently invested in long term stock market funds.

For the remaining funds, the decision has been made to invest them in high interest accounts until greater stability returns to the stock market. This was regarded as the best option when the low returns from a deposit account and the long-term aim of achieving higher returns via the stock market were considered. The funds will be split across several FSCS protected providers over periods of time ranging from 3 months to 3 years. This approach will help the charity fund the predicted annual loss of £35,000 on routine operations and give easy access to funds when required.

This investment approach will be reviewed periodically.

**Reserves policy**

The trustees remain confident that the current financial position of the charity remains sound taking account of recent and anticipated uncertainties. The charity's investments would enable the charity to discharge its responsibilities for at least five years even in the unlikely event of a serious decline in income. However, beyond five years, the outlook is more unpredictable making planning more than five years ahead very difficult.

**FUTURE PLANS**

The major focus for the coming year will be the Strategic Review and the publication of the plan for the future of the House. Financial solvency will continue to be an important driver of thinking and action. The energy efficiency project will be high on the agenda and may involve modest building alterations. This is likely to be quite an expensive and complex project as a result of the need for external approval given the House is located in a conservation area.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

Lewes House of Friendship is a Charitable Incorporated Organisation (CIO) registered on 3 September 2014 and is governed in accordance with the Charity Commission's model constitution for Associations. It took over the assets and activities of the former charity registered number 207310.

The main decision-making body, the Executive Committee, comprised the three trustees plus four other members. The committee met on seven occasions during 2023/24. The major decisions taken by the committee during the year were the agreement to redevelop the rear garden, the investment of a significant legacy, and the appointment of a new Chair.

The Annual General Meeting was held on 10 August 2023.

**Risk management**

Having come through the pandemic period with a heightened awareness of the potential for risk - financial and personal - the trustees are confident that its policies and systems of reporting are in good order and that appropriate insurances are in place to mitigate any potential risk.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1158437

**Principal address**

Lewes House Of Friendship  
208 High Street  
Lewes  
East Sussex  
BN7 2NS

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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

**Trustees**

H Hicks (resigned 13.8.23)  
C Moon Hon Secretary  
N Scott Hon Treasurer  
J Crook (appointed 13.8.23) (resigned 17.10.23)  
P Senter (Chair) to be formerly appointed at AGM (appointed 13.11.23)

**Independent Examiner**

Christopher Robert Tyler FCA DChA FCIE  
F1 CRT Limited  
Flat 24 Wellingtonia Court  
Laine Close  
Brighton  
East Sussex  
BN1 6TD

**Solicitors**

Mayo Wynne Baxter  
3 Bell Lane  
Lewes  
East Sussex  
BN7 1JU

**Bankers**

CAF Bank  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

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;
- state whether applicable accounting standards 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 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.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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

Approved by order of the board of trustees on .....15<sup>th</sup> July 2024..... and signed on its behalf by:



.....  
N Scott - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
LEWES HOUSE OF FRIENDSHIP**

**Independent examiner's report to the trustees of Lewes House Of Friendship**

I report to the charity trustees on my examination of the accounts of Lewes House Of Friendship (the Trust) for the year ended 31 March 2024.

**Responsibilities and basis of report**

As the charity trustees of the Trust 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 Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

**Independent examiner's statement**

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 the Trust 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 applicable 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.



Christopher Robert Tyler FCA DChA FCIE

FI CRT Limited  
Flat 24 Wellingtonia Court  
Laine Close  
Brighton  
East Sussex  
BN1 6TD

Date: ..... 29 July 2024 .....

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2024**

	Notes	Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	4,574	-	4,574	561,298
<b>Charitable activities</b>					
Catering, welfare and activities	4	88,947	-	88,947	67,231
Investment income	3	33,641	-	33,641	30,294
<b>Total</b>		<u>127,162</u>	<u>-</u>	<u>127,162</u>	<u>658,823</u>
<b>EXPENDITURE ON</b>					
Raising funds	5	984	-	984	-
<b>Charitable activities</b>					
Catering, welfare and activities	6	139,643	636	140,279	135,663
Support costs		900	-	900	780
<b>Total</b>		<u>141,527</u>	<u>636</u>	<u>142,163</u>	<u>136,443</u>
Net gains/(losses) on investments		<u>10,038</u>	<u>-</u>	<u>10,038</u>	<u>(4,888)</u>
<b>NET INCOME/(EXPENDITURE)</b>		<u>(4,327)</u>	<u>(636)</u>	<u>(4,963)</u>	<u>517,492</u>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		681,349	18,452	699,801	182,309
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>677,022</u></u>	<u><u>17,816</u></u>	<u><u>694,838</u></u>	<u><u>699,801</u></u>

The notes form part of these financial statements

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**BALANCE SHEET**  
**31 MARCH 2024**

	Notes	Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	12	10,825	17,816	28,641	30,758
Investments	13	82,658	-	82,658	72,620
		<u>93,483</u>	<u>17,816</u>	<u>111,299</u>	<u>103,378</u>
<b>CURRENT ASSETS</b>					
Stocks	14	400	-	400	400
Debtors	15	25,880	-	25,880	242,954
Cash at bank and in hand		560,423	-	560,423	356,698
		<u>586,703</u>	<u>-</u>	<u>586,703</u>	<u>600,052</u>
<b>CREDITORS</b>					
Amounts falling due within one year	16	(3,164)	-	(3,164)	(3,629)
		<u>583,539</u>	<u>-</u>	<u>583,539</u>	<u>596,423</u>
<b>NET CURRENT ASSETS</b>					
		<u>583,539</u>	<u>-</u>	<u>583,539</u>	<u>596,423</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>677,022</u>	<u>17,816</u>	<u>694,838</u>	<u>699,801</u>
<b>NET ASSETS</b>					
		<u>677,022</u>	<u>17,816</u>	<u>694,838</u>	<u>699,801</u>
<b>FUNDS</b>					
	17				
Unrestricted funds				677,022	681,349
Restricted funds				17,816	18,452
				<u>694,838</u>	<u>699,801</u>
<b>TOTAL FUNDS</b>					
				<u>694,838</u>	<u>699,801</u>

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

13/04/2024



N Scott - Trustee

The notes form part of these financial statements

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31 MARCH 2024**

	Notes	2024 £	2023 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	202,510	282,211
Net cash provided by operating activities		<u>202,510</u>	<u>282,211</u>
<b>Cash flows from investing activities</b>			
Sale of fixed asset investments		-	35,758
Interest received		1,215	109
Net cash provided by investing activities		<u>1,215</u>	<u>35,867</u>
<b>Change in cash and cash equivalents in the reporting period</b>			
		203,725	318,078
<b>Cash and cash equivalents at the beginning of the reporting period</b>			
		<u>356,698</u>	<u>38,620</u>
<b>Cash and cash equivalents at the end of the reporting period</b>			
		<u><u>560,423</u></u>	<u><u>356,698</u></u>

The notes form part of these financial statements

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2024	2023
	£	£
<b>Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)</b>	(4,963)	517,492
<b>Adjustments for:</b>		
Depreciation charges	2,117	2,282
(Gain)/losses on investments	(10,038)	4,888
Interest received	(1,215)	(109)
Decrease/(increase) in debtors	217,074	(240,921)
Decrease in creditors	(465)	(1,421)
<b>Net cash provided by operations</b>	<u>202,510</u>	<u>282,211</u>

**2. ANALYSIS OF CHANGES IN NET FUNDS**

	At 1.4.23	Cash flow	At 31.3.24
	£	£	£
<b>Net cash</b>			
Cash at bank and in hand	356,698	203,725	560,423
	<u>356,698</u>	<u>203,725</u>	<u>560,423</u>
<b>Total</b>	<u>356,698</u>	<u>203,725</u>	<u>560,423</u>

The notes form part of these financial statements

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS102, have been prepared in accordance with the Charities SORP (FRS102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019)', Financial Reporting Standard FRS102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

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

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

**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.

Legacy gifts are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Donations are recognised when the Trust has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

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 bank.

**Expenditure**

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of resources expended in the Statement of Financial Activities. The charity is not registered for VAT and accordingly expenditure is shown gross of VAT.

Support costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to the examination of the accounts and all the costs of complying and constitutional and statutory requirements.

**Stocks**

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

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

Funds held by the Charity are: -

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**1. ACCOUNTING POLICIES - continued**

**Fund accounting**

Designated funds - these are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds - these are funds that 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.

Endowment Funds - these funds represent those assets which must be held permanently by the charity. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income.

Further explanation of the nature and purpose of each fund is included in the notes to the Accounts

**Depreciation**

The costs of tangible fixed assets is written-off over their useful economic lives as follows:-

Freehold Buildings 2% straight line basis  
Fixtures, fittings & equipment 10% reducing balance basis

All assets costing more than £500 are capitalised and valued at historical cost.

**Realised and unrealised gains and losses.**

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

**Fixed Asset Investments**

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 statement of financial activities includes the net gains and losses arising the revaluation and disposals throughout the year.

The Trust does not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

**2. DONATIONS AND LEGACIES**

	2024	2023
	£	£
Donations and gifts	1,388	1,298
Legacies	2,586	560,000
Grants	600	-
	<u>4,574</u>	<u>561,298</u>

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**2. DONATIONS AND LEGACIES - continued**

Grants received, included in the above, are as follows:

	2024	2023
	£	£
Lewes Town Council	600	-
	<u>600</u>	<u>-</u>

**3. INVESTMENT INCOME**

	2024	2023
	£	£
Rents received	32,426	30,185
Deposit account interest	1,215	109
	<u>33,641</u>	<u>30,294</u>

**4. INCOME FROM CHARITABLE ACTIVITIES**

	Activity	2024	2023
		£	£
Catering	Catering,welfare and activities	51,130	47,623
Welfare and activities	Catering,welfare and activities	30,263	19,608
Employment allowance	Catering,welfare and activities	7,554	-
		<u>88,947</u>	<u>67,231</u>

**5. RAISING FUNDS**

**Raising donations and legacies**

	2024	2023
	£	£
Investment brokers fees	984	-
	<u>984</u>	<u>-</u>

**6. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 7)	Support costs (see note 8)	Totals
	£	£	£
Catering,welfare and activities	140,279	-	140,279
Support costs	-	900	900
	<u>140,279</u>	<u>900</u>	<u>141,179</u>

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**7. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	2024	2023
	£	£
Catering	18,675	17,712
Welfare and activities	2,892	1,615
Rent	582	530
Rates and water	2,053	1,941
Building and equipment maintenance	14,250	28,213
Cleaning	5,797	1,465
Light and heat	9,699	5,875
Insurance	2,185	1,849
Letting agents fees	2,829	3,096
Bank charges	544	289
Printing, postage and stationery	991	594
Telephone	581	534
Computer costs	381	360
Sundries	2,576	2,638
Staff costs	74,127	66,670
Depreciation	2,117	2,282
	<u>140,279</u>	<u>135,663</u>

**8. SUPPORT COSTS**

	Governance costs
	£
Support costs	<u>900</u>

Support costs, included in the above, are as follows:

	2024	2023
	Support costs	Total activities
	£	£
Independent examiners fees	<u>900</u>	<u>780</u>

**9. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**10. STAFF COSTS**

Staff costs during the year were as follows:

	2024	2023
	£	£
Gross pay	69,417	62,366
Employers national insurance	4,710	4,304
Pension costs	<u>-</u>	<u>-</u>
	<u>74,127</u>	<u>66,670</u>

The average number of employees during the year was 4 (2 full time equivalent) (2022 : 4 (2 full time equivalent)) excluding the directors/trustees.

The directors/trustees received no remuneration or any other benefits in respect of their duties in that capacity during the year.

The charity considers its key management personnel to be the directors/trustees.

**11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES 2023**

	Unrestricted fund £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	561,298	-	561,298
<b>Charitable activities</b>			
Catering, welfare and activities	67,231	-	67,231
Investment income	30,294	-	30,294
<b>Total</b>	<u>658,823</u>	<u>-</u>	<u>658,823</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Catering, welfare and activities	135,027	636	135,663
Support costs	780	-	780
<b>Total</b>	<u>135,807</u>	<u>636</u>	<u>136,443</u>
Net gains/(losses) on investments	<u>(4,888)</u>	<u>-</u>	<u>(4,888)</u>
<b>NET INCOME/(EXPENDITURE)</b>	<u>518,128</u>	<u>(636)</u>	<u>517,492</u>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	163,221	19,088	182,309
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>681,349</u>	<u>18,452</u>	<u>699,801</u>

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**12. TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1 April 2023 and 31 March 2024	31,808	41,755	73,563
<b>DEPRECIATION</b>			
At 1 April 2023	15,867	26,938	42,805
Charge for year	636	1,481	2,117
At 31 March 2024	16,503	28,419	44,922
<b>NET BOOK VALUE</b>			
At 31 March 2024	15,305	13,336	28,641
At 31 March 2023	15,941	14,817	30,758

**13. FIXED ASSET INVESTMENTS**

	Listed investments £
<b>MARKET VALUE</b>	
At 1 April 2023	72,620
Revaluations	10,038
At 31 March 2024	82,658
<b>NET BOOK VALUE</b>	
At 31 March 2024	82,658
At 31 March 2023	72,620

There were no investment assets outside the UK.

Cost or valuation at 31 March 2024 is represented by:

	Listed investments £
Valuation in 2024	82,658

**LEWES HOUSE OF FRIENDSHIP  
FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2024**

<b>14. STOCKS</b>		2024	2023
		£	£
Stocks		<u>400</u>	<u>400</u>
<b>15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>		2024	2023
		£	£
Catering and other debtors		2,917	2,558
Legacy receivable		22,586	240,000
Prepayments		<u>377</u>	<u>396</u>
		<u>25,880</u>	<u>242,954</u>
<b>16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>		2024	2023
		£	£
Taxation and social security		-	2,390
Other creditors		<u>3,164</u>	<u>1,239</u>
		<u>3,164</u>	<u>3,629</u>
<b>17. MOVEMENT IN FUNDS</b>			
		Net	At
	At 1.4.23	movement	31.3.24
	£	in funds	£
<b>Unrestricted funds</b>		£	
General fund	681,349	(4,327)	677,022
<b>Restricted funds</b>			
Endowment fund	18,452	(636)	17,816
<b>TOTAL FUNDS</b>	<u>699,801</u>	<u>(4,963)</u>	<u>694,838</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	127,162	(141,527)	10,038	(4,327)
<b>Restricted funds</b>				
Endowment fund	-	(636)	-	(636)
<b>TOTAL FUNDS</b>	<u>127,162</u>	<u>(142,163)</u>	<u>10,038</u>	<u>(4,963)</u>

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**17. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
<b>Unrestricted funds</b>			
General fund	163,221	518,128	681,349
<b>Restricted funds</b>			
Endowment fund	19,088	(636)	18,452
<b>TOTAL FUNDS</b>	<u>182,309</u>	<u>517,492</u>	<u>699,801</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	658,823	(135,807)	(4,888)	518,128
<b>Restricted funds</b>				
Endowment fund	-	(636)	-	(636)
<b>TOTAL FUNDS</b>	<u>658,823</u>	<u>(136,443)</u>	<u>(4,888)</u>	<u>517,492</u>

The endowment fund represents those assets which must be held permanently by the charity, in this case the freehold property.

**18. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2024.

**LEWES HOUSE OF FRIENDSHIP**

England & Wales - Charity number 1158437

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# Accounts

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CHARITY  
COMMISSION

**REPORT OF THE TRUSTEES AND**  
**UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023**  
**FOR**  
**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

FI CRT Limited  
Flat 24 Wellingtonia Court  
Laine Close  
Brighton  
East Sussex  
BN1 6TD

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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**FOR THE YEAR ENDED 31 MARCH 2023**

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**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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

The trustees present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of 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).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

Lewes House of Friendship exists to promote the wellbeing of older people, in any manner which now is or hereafter may be deemed by law to be charitable, in and around Lewes.

The staff and volunteers supported these objectives during the year by seeking to encourage members to return to the House after the prolonged period of closure during 2020/21 and the associated uncertainty that characterised the most significant period of the Covid pandemic.

**Public benefit**

Lewes House of Friendship exists to support the older members of the community of Lewes and its surrounding villages and small towns and is, formally, a Friend of Age UK, East Sussex. Its activities are designed solely to benefit its members, the public from which its members are drawn, and the community in which it is located.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

**Management issues**

The House reopened when government regulations permitted just a few months before the period covered by this report. At the time of writing, there are 186 paid-up members of the House, an improvement on the situation a year ago but still not back at the level achieved before the pandemic when membership was of the order of more than 200 individuals.

Throughout the year, the Executive Committee (which met on six occasions) grappled with the challenges arising from the decline in membership and the financial difficulty that confronted the House. The reluctance to take part in social settings which continued to affect some members and escalating inflation with its impact on energy and everything the House has to offer were serious issues. In order to galvanise thinking about the way forward at such a difficult juncture, it was agreed we should engage external help to energise the process of strategic review. To this end, a consultant from the Sussex Innovation Centre will be working with the Committee and its members during 2023/24 to research the needs of the older population of Lewes, to identify how the House might develop to meet these needs and to consider possible partner organisations with whom the House might work.

In the course of the year, it became clear that the operation of the House could no longer depend on the generosity of its Chairman, Heather Hicks, and Executive Committee member, Jenny Pigott, who were finding it necessary to spend excessive amounts of time in the House, almost daily. The Executive Committee therefore agreed to appoint a part-time Manager to reduce the load on these two long-serving, dedicated members of the House. In October, following competitive interviews, Alex Salmon was appointed to the role of Manager for 20 hours per week. She has reduced some of the operational burden on Heather and Jenny and has sought to bring information about the House to a wider local audience. Notwithstanding this development, Heather confirmed her intention to stand down from the role of Chairman at the 2023 AGM after 16 years at the helm. She will be succeeded by Joanna Crook.

**Charitable activities**

The provision of healthy, enjoyable lunches remained a key component offered by the House. Throughout the year, lunches were served in the House to a relatively small number of people while many of those who had lunches delivered to their homes during the pandemic continued to require this service to continue. This was made possible through the continued support of a small band of dedicated volunteers who carry out the deliveries. Despite every effort to encourage lunching in-house, it seems unlikely that we shall be able to give up the delivery of lunches without the catering provision overall being put in serious jeopardy - an outcome that would be extremely undesirable for members and staff alike. At the time of writing, about 30 lunches are served/delivered daily.

In addition to catering, the House has continued to offer a weekly Extend exercise class, support for a craft group run by a member, a regular choir meeting, a ukulele class and Qi Gong. We no longer offer the possibility for members to play snooker as the take-up was very low indeed and the space occupied by the activity seriously under-used. The former snooker room was therefore refurbished so that it could be added to the portfolio of rooms available for income-generating hire.

A very successful garden party was held in June 2022 to which 80 members came to celebrate the late Queen's platinum jubilee. A crab apple tree was duly planted in the garden as part of the Queen's Green Canopy.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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

**FINANCIAL REVIEW**

**Financial position**

The Trustees note that ongoing operating income for the year was £98,823 and that expenditure was £135,663. The deficit for ongoing operations was therefore £37,620 for the year: an increase of over £24,000 on the previous year.

The main additional expenses for the year contributing to this increase were the refurbishment of Flat 4, refurbishment of the Snooker Room, repairs to the dishwasher and additional wage costs arising from employing a part time Manager from October 2022. If the House continues to operate on a similar basis, it is predicted there will be an ongoing annual operating loss of approximately £50,000 to £55,000 per annum, given that heating costs are expected to more than double during the next twelve months and that there will be other inflationary pressures.

A major source of income from renting the four flats increased to £30,000 in the year and with recent rent reviews it is expected to increase further next year. Catering income remained stable at £47,000 as in-house meals increased whilst home delivery meals declined. However, there is still significant demand for home delivery which the House continues to support. The catering subsidy (calculated by deducting kitchen staff wages and groceries costs from meal income) remained at £24,000. Income from Activities significantly increased from the pre-Covid level of £1,000 to over £2,400 as did Room Hire income from a pre-Covid level of approximately £8,000 to over £13,000.

To support the significant increase in the operating loss of £37,620, investments held with Shawbrook amounting to £25,330 and investments held with the Charities Aid Foundation amounting to £35,757 were encashed. The stock market investments held with Columbia Threadneedle were left unchanged and were valued at £72,620 in March 2023.

Due to the closure of five bank branches in Lewes including the HSBC (which handles cash and cheques on behalf of our Charities Aid Foundation current account) the House is looking to open an additional business account with Lloyd's Bank which currently remains operating in Lewes.

During the year, the House received a very substantial legacy from the estate of the late Audrey James. The distribution of the estate is not yet complete but so far the House has received a total sum of £540,000 and it is expected that when the final settlement is made there will be approximately a further £20,000 distributed. The charity ended the year carrying forward a total of £681,349.

Prior to the receipt of the legacy from Audrey James, the charity was facing the difficult issue of how it could continue to operate whilst making a very substantial annual loss. The legacy has obviously given the charity breathing space within which to plan its future. However, within five or six years, especially with the current high inflation rate and rising costs, the charity will be facing the same issues as it did last year unless a more balanced mode of operation can be devised. Our approach to dealing with this issue is noted below.

**Investment policy and objectives**

The trustees consider that cash should be maintained at a level of c.£15,000 in an easy access account to cover regular expenditure, modest capital projects and unforeseen essential repairs to the fabric of the House. Funds in excess of this are available for investment. With the uncertainty prevailing in the stock market at present, it has been decided to leave the Columbia Threadneedle investments unchanged as they are currently invested in long term stock market funds.

For the remaining funds, the decision has been made to invest them in high interest accounts until greater stability returns to the stock market. This was regarded as the best option when the low returns from a deposit account and the long-term aim of achieving higher returns via the stock market were considered. The funds will be split across several FSCS protected providers over periods of time ranging from 3 months to 3 years. This approach will help the charity fund the predicted annual loss of £50,000 on routine operations and give easy access to funds when required.

This investment approach will be reviewed periodically.

**Reserves policy**

The trustees remain confident that the current financial position of the charity remains sound taking account of recent and anticipated uncertainties. The charity's investments would enable the charity to discharge its responsibilities for at least five years even in the unlikely event of a serious decline in income. However, beyond five years, the outlook is more unpredictable making planning more than five years ahead very difficult.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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

**FUTURE PLANS**

The strategic review (originally planned for 2020 but deferred to 2023 as a result of the pandemic) has, once more, been delayed slightly due to scheduling difficulties experienced by the selected facilitator/consultant and her team. It is hoped that a new schedule can be developed for the review to take place in late 2023 or early 2024. The review will consider the sustainability of the charity's operation, the range of activities that the charity currently undertakes, and the kinds of activity that the charity should offer in the future such that it can remain a viable ongoing operation.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

Lewes House of Friendship is a Charitable Incorporated Organisation (CIO) registered on 3 September 2014 and is governed in accordance with the Charity Commission's model constitution for Associations. It took over the assets and activities of the former charity registered number 207310.

The main decision-making body, the Executive Committee, comprised the three trustees plus four other members, two of whom (Su Balcombe and Rosie Taylor) joined the committee during the year. The committee met on six occasions during 2022/23. The major decision taken by the committee during the year was to engage an external consultant to aid the planned review of the future direction of the House and ways of adjusting the worrying imbalance in income and expenditure.

The Annual General Meeting was held in August 2022, the first such in-person meeting since 2019 when the pandemic intervened. Alternative methods of seeking approval of the Annual Report and Financial Statements were implemented in 2020 and 2021.

**Risk management**

Having come through the pandemic period with a heightened awareness of the potential for risk - financial and personal - the trustees are confident that its policies and systems of reporting are in good order and that appropriate insurances are in place to mitigate any potential risk.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1158437

**Principal address**

Lewes House Of Friendship  
208 High Street  
Lewes  
East Sussex  
BN7 2NS

**Trustees**

H Hicks Chairman  
C Moon Hon Secretary  
N Scott Hon Treasurer

**Independent Examiner**

Christopher Robert Tyler FCA DChA FCIE  
Institute of Chartered Accountants in England and Wales  
F1 CRT Limited  
Flat 24 Wellingtonia Court  
Laine Close  
Brighton  
East Sussex  
BN1 6TD

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Solicitors**

Mayo Wynne Baxter  
3 Bell Lane  
Lewes  
East Sussex  
BN7 1JU

**Bankers**

CAF Bank  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

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;
- state whether applicable accounting standards 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 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.

Approved by order of the board of trustees on 25<sup>th</sup> July 2023 and signed on its behalf by:

Heather Hicks  
.....  
H Hicks - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
LEWES HOUSE OF FRIENDSHIP**

**Independent examiner's report to the trustees of Lewes House Of Friendship**

I report to the charity trustees on my examination of the accounts of Lewes House Of Friendship (the Trust) for the year ended 31 March 2023.

**Responsibilities and basis of report**

As the charity trustees of the Trust 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 Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England and Wales 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 the Trust 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 applicable 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.



Christopher Robert Tyler FCA DChA FCIE  
Institute of Chartered Accountants in England and Wales  
F1 CRT Limited  
Flat 24 Wellingtonia Court  
Laine Close  
Brighton  
East Sussex  
BN1 6TD

Date: 24th July 2023

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	561,298	-	561,298	767
<b>Charitable activities</b>					
Catering, welfare and activities		67,231	-	67,231	57,412
Investment income	3	30,294	-	30,294	28,312
<b>Total</b>		<b>658,823</b>	<b>-</b>	<b>658,823</b>	<b>86,491</b>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Catering, welfare and activities	5	135,027	636	135,663	98,954
Support costs		780	-	780	650
<b>Total</b>		<b>135,807</b>	<b>636</b>	<b>136,443</b>	<b>99,604</b>
Net gains/(losses) on investments		(4,888)	-	(4,888)	5,326
<b>NET INCOME/(EXPENDITURE)</b>		<b>518,128</b>	<b>(636)</b>	<b>517,492</b>	<b>(7,787)</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>163,221</b>	<b>19,088</b>	<b>182,309</b>	<b>190,096</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>681,349</b>	<b>18,452</b>	<b>699,801</b>	<b>182,309</b>

The notes form part of these financial statements

**LEWES HOUSE OF FRIENDSHIP  
FORMERLY KNOWN AS AGE CONCERN LEWES**

**BALANCE SHEET  
31 MARCH 2023**

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	11	12,306	18,452	30,758	33,040
Investments	12	72,620	-	72,620	113,267
		<u>84,926</u>	<u>18,452</u>	<u>103,378</u>	<u>146,307</u>
<b>CURRENT ASSETS</b>					
Stocks	13	400	-	400	400
Debtors	14	242,954	-	242,954	2,033
Cash at bank and in hand		356,698	-	356,698	38,620
		<u>600,052</u>	<u>-</u>	<u>600,052</u>	<u>41,053</u>
<b>CREDITORS</b>					
Amounts falling due within one year	15	(3,629)	-	(3,629)	(5,051)
		<u>596,423</u>	<u>-</u>	<u>596,423</u>	<u>36,002</u>
<b>NET CURRENT ASSETS</b>					
		<u>596,423</u>	<u>-</u>	<u>596,423</u>	<u>36,002</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>681,349</u>	<u>18,452</u>	<u>699,801</u>	<u>182,309</u>
<b>NET ASSETS</b>					
		<u>681,349</u>	<u>18,452</u>	<u>699,801</u>	<u>182,309</u>
<b>FUNDS</b>					
	16			681,349	163,221
Unrestricted funds				18,452	19,088
Restricted funds				<u>699,801</u>	<u>182,309</u>
<b>TOTAL FUNDS</b>					
				<u>699,801</u>	<u>182,309</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 24 July 2023 and were signed on its behalf by:

Heath Hicks  
H Hicks - Trustee

The notes form part of these financial statements

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	2023 £	2022 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	282,211	(9,033)
Net cash provided by/(used in) operating activities		<u>282,211</u>	<u>(9,033)</u>
<b>Cash flows from investing activities</b>			
Sale of fixed asset investments		35,758	-
Interest received		109	307
Net cash provided by investing activities		<u>35,867</u>	<u>307</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<u>318,078</u>	<u>(8,726)</u>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>38,620</u>	<u>47,346</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><u>356,698</u></u>	<u><u>38,620</u></u>

The notes form part of these financial statements

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2023	2022
	£	£
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	517,492	(7,787)
<b>Adjustments for:</b>		
Depreciation charges	2,282	2,465
Losses/(gain) on investments	4,888	(5,326)
Interest received	(109)	(307)
Increase in debtors	(240,921)	(242)
(Decrease)/increase in creditors	(1,421)	2,164
<b>Net cash provided by/(used in) operations</b>	<u>282,211</u>	<u>(9,033)</u>

**2. ANALYSIS OF CHANGES IN NET FUNDS**

	At 1.4.22	Cash flow	At 31.3.23
	£	£	£
<b>Net cash</b>			
Cash at bank and in hand	38,620	318,078	356,698
	<u>38,620</u>	<u>318,078</u>	<u>356,698</u>
<b>Total</b>	<u>38,620</u>	<u>318,078</u>	<u>356,698</u>

The notes form part of these financial statements

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

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS102, have been prepared in accordance with the Charities SORP (FRS102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019)', Financial Reporting Standard FRS102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

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

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

**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.

Legacy gifts are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Donations are recognised when the Trust has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

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 bank.

**Expenditure**

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of resources expended in the Statement of Financial Activities. The charity is not registered for VAT and accordingly expenditure is shown gross of VAT.

Support costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to the examination of the accounts and all the costs of complying and constitutional and statutory requirements.

**Stocks**

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

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

Funds held by the Charity are: -

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**1. ACCOUNTING POLICIES - continued**

**Fund accounting**

Designated funds - these are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds - these are funds that 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.

Endowment Funds - these funds represent those assets which must be held permanently by the charity. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income.

Further explanation of the nature and purpose of each fund is included in the notes to the Accounts

**Depreciation**

The costs of tangible fixed assets is written-off over their useful economic lives as follows:-

Freehold Buildings 2% straight line basis  
Fixtures, fittings & equipment 10% reducing balance basis

All assets costing more than £500 are capitalised and valued at historical cost.

**Realised and unrealised gains and losses.**

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

**Fixed Asset Investments**

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 statement of financial activities includes the net gains and losses arising the revaluation and disposals throughout the year.

The Trust does not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

**2. DONATIONS AND LEGACIES**

	2023	2022
	£	£
Donations and gifts	1,298	767
Legacies	560,000	-
	<u>561,298</u>	<u>767</u>

**LEWES HOUSE OF FRIENDSHIP  
FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023**

**3. INVESTMENT INCOME**

	2023	2022
	£	£
Rents received	30,185	28,005
Deposit account interest	109	307
	<u>30,294</u>	<u>28,312</u>

**4. INCOME FROM CHARITABLE ACTIVITIES**

	2023	2022
	£	£
Catering	47,623	48,243
Welfare and activities	19,608	9,169
	<u>67,231</u>	<u>57,412</u>

**5. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 6)	Support costs (see note 7)	Totals
	£	£	£
Catering, welfare and activities	135,663	-	135,663
Support costs	-	780	780
	<u>135,663</u>	<u>780</u>	<u>136,443</u>

**6. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	2023	2022
	£	£
Catering	17,712	17,412
Welfare and activities	1,615	1,150
Rent	530	530
Rates and water	1,941	1,514
Building and equipment maintenance	28,213	9,777
Cleaning	1,465	659
Light and heat	5,875	2,353
Insurance	1,849	1,767
Letting agents fees	3,096	3,181
Bank charges	289	177
Printing, postage and stationery	594	851
Telephone	534	585
Computer costs	360	250
Sundries	2,638	493
Staff costs	66,670	55,790
Depreciation	2,282	2,465
	<u>135,663</u>	<u>98,954</u>

**LEWES HOUSE OF FRIENDSHIP  
FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023**

**7. SUPPORT COSTS**

	Governance costs £
Support costs	780
	<u>780</u>

Support costs, included in the above, are as follows:

	2023 Support costs £	2022 Total activities £
Independent examiners fees	780	650
	<u>780</u>	<u>650</u>

**8. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

**9. STAFF COSTS**

Staff costs during the year were as follows:

	2023 £	2022 £
Gross pay	62,366	52,368
Employers national insurance	4,304	3,422
Pension costs	-	-
	<u>66,670</u>	<u>55,790</u>

The average number of employees during the year was 4 (2 full time equivalent) (2022 : 4 (2 full time equivalent)) excluding the directors/trustees.

The directors/trustees received no remuneration or any other benefits in respect of their duties in that capacity during the year.

The charity considers its key management personnel to be the directors/trustees.

**10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES 2022**

	Unrestricted fund £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	767	-	767
<b>Charitable activities</b>			
Catering, welfare and activities	57,412	-	57,412
Investment income	28,312	-	28,312
<b>Total</b>	<u>86,491</u>	<u>-</u>	<u>86,491</u>

**LEWES HOUSE OF FRIENDSHIP  
FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023**

**10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES 2022 - continued**

	Unrestricted fund £	Restricted fund £	Total funds £
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Catering, welfare and activities	98,318	636	98,954
Support costs	650	-	650
<b>Total</b>	<b>98,968</b>	<b>636</b>	<b>99,604</b>
Net gains on investments	5,326	-	5,326
<b>NET INCOME/(EXPENDITURE)</b>	<b>(7,151)</b>	<b>(636)</b>	<b>(7,787)</b>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	170,372	19,724	190,096
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>163,221</b>	<b>19,088</b>	<b>182,309</b>

**11. TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1 April 2022 and 31 March 2023	31,808	41,755	73,563
<b>DEPRECIATION</b>			
At 1 April 2022	15,231	25,292	40,523
Charge for year	636	1,646	2,282
At 31 March 2023	15,867	26,938	42,805
<b>NET BOOK VALUE</b>			
At 31 March 2023	15,941	14,817	30,758
At 31 March 2022	16,577	16,463	33,040

**LEWES HOUSE OF FRIENDSHIP  
FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023**

**12. FIXED ASSET INVESTMENTS**

	Listed investments £
<b>MARKET VALUE</b>	
At 1 April 2022	113,267
Disposals	(36,716)
Revaluations	(3,931)
	<hr/>
At 31 March 2023	72,620
	<hr/>
<b>NET BOOK VALUE</b>	
At 31 March 2023	72,620
	<hr/>
At 31 March 2022	113,267
	<hr/>

There were no investment assets outside the UK.

Cost or valuation at 31 March 2023 is represented by:

	Listed investments £
Valuation in 2021	72,620
	<hr/>

**13. STOCKS**

	2023 £	2022 £
Stocks	400	400
	<hr/>	<hr/>

**14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023 £	2022 £
Catering and other debtors	2,558	1,656
Legacy receivable	240,000	-
Prepayments	396	377
	<hr/>	<hr/>
	242,954	2,033
	<hr/>	<hr/>

**LEWES HOUSE OF FRIENDSHIP  
FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023**

**15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023	2022
	£	£
Taxation and social security	2,390	2,101
Other creditors	1,239	2,950
	<u>3,629</u>	<u>5,051</u>

**16. MOVEMENT IN FUNDS**

	At 1.4.22	Net movement in funds	At 31.3.23
	£	£	£
<b>Unrestricted funds</b>			
General fund	163,221	518,128	681,349
<b>Restricted funds</b>			
Endowment fund	19,088	(636)	18,452
<b>TOTAL FUNDS</b>	<u>182,309</u>	<u>517,492</u>	<u>699,801</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	658,823	(135,807)	(4,888)	518,128
<b>Restricted funds</b>				
Endowment fund	-	(636)	-	(636)
<b>TOTAL FUNDS</b>	<u>658,823</u>	<u>(136,443)</u>	<u>(4,888)</u>	<u>517,492</u>

Comparatives for movement in funds

	At 1.4.21	Net movement in funds	At 31.3.22
	£	£	£
<b>Unrestricted funds</b>			
General fund	170,372	(7,151)	163,221
<b>Restricted funds</b>			
Endowment fund	19,724	(636)	19,088
<b>TOTAL FUNDS</b>	<u>190,096</u>	<u>(7,787)</u>	<u>182,309</u>

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**16. MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	86,491	(98,968)	5,326	(7,151)
<b>Restricted funds</b>				
Endowment fund	-	(636)	-	(636)
<b>TOTAL FUNDS</b>	<u>86,491</u>	<u>(99,604)</u>	<u>5,326</u>	<u>(7,787)</u>

The endowment fund represents those assets which must be held permanently by the charity, in this case the freehold property.

**17. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2023.

**LEWES HOUSE OF FRIENDSHIP**

England & Wales - Charity number 1158437

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# Accounts

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CHARITY  
COMMISSION

REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

FOR

LEWES HOUSE OF FRIENDSHIP  
FORMERLY KNOWN AS AGE CONCERN LEWES

F1 CRT Limited  
Flat 24 Wellingtonia Court  
Laine Close  
Brighton  
East Sussex  
BN1 6TD

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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**FOR THE YEAR ENDED 31 MARCH 2022**

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**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2022**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of 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).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

Lewes House of Friendship exists to promote the wellbeing of older people, in any manner which now is or hereafter may be deemed by law to be charitable, in and around Lewes.

The staff and volunteers supported these objectives during the year by continuing to adapt the range of activities available in accordance with the ever-changing government regulations to deal with the Covid pandemic. Having been closed throughout the previous year, it was gratifying to open up the House in July 2021. A significant number of members continued to be anxious about social mixing and thus the number of visitors to the House for lunch and activities was considerably reduced when compared with pre-pandemic times.

**Public benefit**

Lewes House of Friendship exists to support the older members of the community of Lewes and its surrounding area and is, formally, a Friend of Age UK East Sussex. Its activities (when in operation) are designed solely to benefit its members, the public from which its members are drawn, and the community in which it is located.

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

For the previous year, the Executive Committee had decided that subscriptions should be waived since there were no activities on offer. It was pleasing then to see many members making voluntary donations instead which was greatly appreciated. With the opening of the House towards the end of 2021 subscriptions for 2022 were reinstated in January. At the time of writing there are 140 paid-up members which is considerably lower than the pre-pandemic period which had been relatively stable at c200.. The Executive Committee intends to place more emphasis on advertising in the coming months to overcome the apparent reluctance felt by some for social gatherings indoors. That said, it was pleasing that about 80 members came to the Platinum Jubilee garden party which was held in June 2022.

Lunches continued to be delivered to member's homes throughout the year even though the in-house restaurant and café service resumed in July 2021. Keith Stanning, the cook, and his team of catering staff and volunteers are to be commended for having continued to provide significant levels of home delivery alongside the in-house service - a challenging combination. Sixty people remained registered for deliveries and throughout the year an average of 48 lunches was delivered daily. The numbers taking lunch in the House were much lower once the House re-opened as many had become accustomed to having lunch delivered by a friendly volunteer and were reluctant to give this up. Gradually the numbers lunching at the House have increased but the impact of the pandemic lives on.

Although the catering operation is a very significant part of the offering of the House, it has been pleasing to see the other activities returning and the numbers taking part growing. The two choirs, the Extend exercise class, and the craft group were welcomed back to the House and a new activity - Tai Chi - was started with great success. Towards the end of the year, the coffee mornings which are held to raise funds for other charities were resumed and it was very gratifying to be able to give £252 to help Ukrainian refugees.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**FINANCIAL REVIEW**

**Financial position**

The Trustees note that overall income for the year was £86,491 and that expenditure was £99,604. The deficit in-year was therefore £13,113 - an increase over 2020/21 and maintaining a large increase over the previous 5 years. This is a matter for concern as we move on from the pandemic and return to operating in the previous manner prior to 2020, especially as the House was fortunate not to have any major building maintenance expenses in the year.

A major source of income - from the renting of four flats - remained stable at c£28,000, and income from catering was up for the second year an increase of c£4,000 on the previous year to £47,628 as more meals were provided through home delivery than had been served in-house in previous years. However, expenditure substantially increased due to delivery and packaging costs as well as additional staffing levels and was up £10k. Deducting groceries and wages from meal income received the net meal subsidy provided by the charity has increased from approximately £13,000 per annum up until 2020 to being approximately £24,000 for 2022. To help reduce this subsidy rental charges and room charges have been increased as well as meal prices but with significant increases in utility charges, particularly electricity, and no major building repairs, a financial review is to be undertaken in the current year to ensure the charity remains on a secure footing.

Income from room hire and membership activities other than catering increased from 2021 as the house started to open up but remained £5k below the level prior to the pandemic, donations were also significantly reduced compared to the generosity of our members in 2021. At the end of the year, the long-term investment portfolio stood at £113,267.

The charity ended the year carrying forward a total of £182,309.

After another difficult year, the trustees take comfort from our overall financial position. However, plans for the future clearly require careful consideration of the financial concerns mentioned above and these will be a serious component of our up-coming strategy discussions.

Full financial detail is provided in the accounts which follow.

**Investment policy and objectives**

The trustees consider that cash should be maintained at a level of c£10,000 in an easy-access account to cover recurrent expenditure, modest capital projects, and unforeseen essential repairs to the fabric of the House. Funds in excess of this are available for investment. The charity's long term investments amounted to £113,267 at the end of the year, with a further £25k available in short-term deposits.

The objective of the long term investment portfolio is:

- to provide income at a better rate than obtainable from a deposit account
- to provide long-term capital growth not obtainable from a deposit account
- to invest in a tax-efficient manner with a cautious balanced-risk profile but with a spread of investments, and
- for minimal cost of investment and administrative simplicity

These investments are reviewed periodically.

**Reserves policy**

The trustees remain confident that the current financial framework remains acceptable notwithstanding some of the current uncertainties following from the pandemic. The charity's investments would enable the charity to discharge its responsibilities for two years even in the unlikely event of a serious decline in rental income. However, the trustees believe there is no scope for complacency with regard to financial planning and probity particularly in view of the unforeseen experience of the past eighteen months and the need to maintain a heritage building which can result in expensive, unforeseen repair bills.

**FUTURE PLANS**

The major issues to be confronted are the sustainability of the budget and outreach in the community to ensure the membership remains buoyant. A strategic review, deferred from 2020, will be held during the current year and which will focus on finances and a review of the range of activity that the House should offer for the future.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

Lewes House of Friendship is a Charitable Incorporated Organisation (CIO) registered on 3 September 2014 and is governed in accordance with the Charity Commission's model constitution for Associations. It took over the assets and activities of the former charity registered number 207310.

The main decision-making body, The Executive Committee, comprised the three trustees plus two other members. The committee met on four occasions during 2021/22 when the easing of the Covid-19 pandemic lockdown permitted. In addition, members of the committee continued to conduct essential business via email.

The Annual General Meeting, which would normally have been held in August, was cancelled because the elderly and vulnerable members of the House were unwilling in sufficient numbers to risk infection by venturing from their homes. The Annual Report and Accounts for 2020/21 were sent to each member for approval with an invitation to make comments, to request clarification of any points contained therein, or to dissent from accepting the report as it stood. The Secretary received no requests for clarification. The report, which had been endorsed by the Executive Committee, was therefore deemed to be accepted by the membership and submitted to the Charity Commission in the normal way.

The imbalance in income and expenditure continues to give the Executive Committee cause for concern and it is intended that the strategic review delayed from 2020 be undertaken during the 2022/23 financial year.

**Risk management**

The Trustees awareness of risk issues were heightened during the closure period when finances were placed under constant surveillance and concern regarding hygiene, health and safety were uppermost in minds. The trustees were confident that its policies and systems of reporting were in good order and that appropriate insurances were in place to mitigate any potential risk.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1158437

**Principal address**

Lewes House Of Friendship  
208 High Street  
Lewes  
East Sussex  
BN7 2NS

**Trustees**

H Hicks Chairman  
C Moon Hon Secretary  
N Scott Hon Treasurer

**Independent Examiner**

Christopher Robert Tyler FCA DChA FCIE  
Institute of Chartered Accountants in England and Wales  
F1 CRT Limited  
Flat 24 Wellingtonia Court  
Laine Close  
Brighton  
East Sussex  
BN1 6TD

**Solicitors**

Mayo Wynne Baxter  
3 Bell Lane  
Lewes  
East Sussex  
BN7 1JU

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Bankers**

CAF Bank  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

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 to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 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.

Approved by order of the board of trustees on ..... 16<sup>th</sup> July 2022 ..... and signed on its behalf by:



.....  
H Hicks - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
LEWES HOUSE OF FRIENDSHIP**

**Independent examiner's report to the trustees of Lewes House Of Friendship**

I report to the charity trustees on my examination of the accounts of Lewes House Of Friendship (the Trust) for the year ended 31 March 2022.

**Responsibilities and basis of report**

As the charity trustees of the Trust 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 Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

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 the Trust 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 applicable 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.



Christopher Robert Tyler FCA DChA FCJE  
Institute of Chartered Accountants in England and Wales  
FI CRT Limited  
Flat 24 Wellingtonia Court  
Laine Close  
Brighton  
East Sussex  
BN1 6TD

Date: 16<sup>th</sup> July 2022

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2022**

	Notes	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	767	-	767	5,305
<b>Charitable activities</b>					
Catering, welfare and activities	4	57,412	-	57,412	46,698
Investment income	3	28,312	-	28,312	28,885
<b>Total</b>		<b>86,491</b>	<b>-</b>	<b>86,491</b>	<b>80,888</b>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Catering, welfare and activities	5	98,318	636	98,954	92,092
Support costs		650	-	650	650
<b>Total</b>		<b>98,968</b>	<b>636</b>	<b>99,604</b>	<b>92,742</b>
Net gains on investments		5,326	-	5,326	29,856
<b>NET INCOME/(EXPENDITURE)</b>		<b>(7,151)</b>	<b>(636)</b>	<b>(7,787)</b>	<b>18,002</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>170,372</b>	<b>19,724</b>	<b>190,096</b>	<b>172,094</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>163,221</b>	<b>19,088</b>	<b>182,309</b>	<b>190,096</b>


The notes form part of these financial statements

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

**BALANCE SHEET**  
**31 MARCH 2022**

	Notes	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	11	13,952	19,088	33,040	35,505
Investments	12	113,267	-	113,267	107,941
		<u>127,219</u>	<u>19,088</u>	<u>146,307</u>	<u>143,446</u>
<b>CURRENT ASSETS</b>					
Stocks	13	400	-	400	400
Debtors	14	2,033	-	2,033	1,791
Cash at bank and in hand		38,620	-	38,620	47,346
		<u>41,053</u>	<u>-</u>	<u>41,053</u>	<u>49,537</u>
<b>CREDITORS</b>					
Amounts falling due within one year	15	(5,051)	-	(5,051)	(2,887)
		<u>36,002</u>	<u>-</u>	<u>36,002</u>	<u>46,650</u>
<b>NET CURRENT ASSETS</b>					
		<u>163,221</u>	<u>19,088</u>	<u>182,309</u>	<u>190,096</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>163,221</u>	<u>19,088</u>	<u>182,309</u>	<u>190,096</u>
<b>NET ASSETS</b>					
		<u>163,221</u>	<u>19,088</u>	<u>182,309</u>	<u>190,096</u>
<b>FUNDS</b>					
	16			163,221	170,372
Unrestricted funds				19,088	19,724
Restricted funds				<u>182,309</u>	<u>190,096</u>
<b>TOTAL FUNDS</b>					

The financial statements were approved by the Board of Trustees and authorised for issue on .....16/7/22..... and were signed on its behalf by:

  
 .....  
 H Hicks - Trustee

The notes form part of these financial statements

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS102, have been prepared in accordance with the Charities SORP (FRS102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019)', Financial Reporting Standard FRS102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

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

The trustees/directors consider that there are no material uncertainties about the company's ability to continue as a going concern. The trustees have taken advantage of the various sources of Government support during the COVID-19 pandemic and consider that it will not have a significant impact on the charity's ability to continue trading. Income from trading activities is expected to reduce due to the lockdown conditions and steps are being taken to make cost savings. The trustees regard any impact to be short term rather than affecting the charity's ability to continue as a going concern. There are no material uncertainties affecting the current year's accounts.

**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.

Legacy gifts are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Donations are recognised when the Trust has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

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 bank.

**Expenditure**

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of resources expended in the Statement of Financial Activities. The charity is not registered for VAT and accordingly expenditure is shown gross of VAT.

Support costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to the examination of the accounts and all the costs of complying and constitutional and statutory requirements.

**Stocks**

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

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

Funds held by the Charity are: -

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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

**1. ACCOUNTING POLICIES - continued**

**Fund accounting**

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Designated funds - these are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds - these are funds that 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.

Endowment Funds - these funds represent those assets which must be held permanently by the charity. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income.

Further explanation of the nature and purpose of each fund is included in the notes to the Accounts

**Depreciation**

The costs of tangible fixed assets is written-off over their useful economic lives as follows:-

Freehold Buildings	2% straight line basis
Fixtures, fittings & equipment	10% reducing balance basis

All assets costing more than £500 are capitalised and valued at historical cost.

**Realised and unrealised gains and losses.**

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

**Fixed Asset Investments**

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 statement of financial activities includes the net gains and losses arising the revaluation and disposals throughout the year.

The Trust does not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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

**2. DONATIONS AND LEGACIES**

	2022	2021
	£	£
Donations and gifts	767	5,305

**3. INVESTMENT INCOME**

	2022	2021
	£	£
Rents received	28,005	28,745
Deposit account interest	307	140
	<u>28,312</u>	<u>28,885</u>

**4. INCOME FROM CHARITABLE ACTIVITIES**

	2022	2021
	£	£
Catering	48,243	43,521
Welfare and activities	9,169	3,177
	<u>57,412</u>	<u>46,698</u>

**5. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 6)	Support costs (see note 7)	Totals
	£	£	£
Catering, welfare and activities	98,954	-	98,954
Support costs	-	650	650
	<u>98,954</u>	<u>650</u>	<u>99,604</u>

**6. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	2022	2021
	£	£
Catering	17,412	18,313
Welfare and activities	1,150	91
Rent	530	530
Rates and water	1,514	1,332
Building and equipment maintenance	9,777	14,113
Cleaning	659	232
Light and heat	2,353	3,693
Insurance	1,767	1,753
Letting agents fees	3,181	3,175
Bank charges	177	340
Printing, postage and stationery	851	754
Telephone	585	652
Computer costs	250	306
Sundries	493	580
Staff costs	55,790	43,560
Depreciation	2,465	2,668
	<u>98,954</u>	<u>92,092</u>

**LEWES HOUSE OF FRIENDSHIP  
FORMERLY KNOWN AS AGE CONCERN LEWES**

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

**7. SUPPORT COSTS**

	Governance costs
	£
Support costs	650
	<u>650</u>

Support costs, included in the above, are as follows:

	2022 Support costs £	2021 Total activities £
Independent examiners fees	650	650
	<u>650</u>	<u>650</u>

**8. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

**9. STAFF COSTS**

Staff costs during the year were as follows:

	2022 £	2021 £
Gross pay	52,368	43,560
Employers national insurance	3,422	-
Pension costs	-	-
	<u>55,790</u>	<u>43,560</u>

The average number of employees during the year was 4 (2 full time equivalent) (2021 : 4) excluding the directors/trustees.

The directors/trustees received no remuneration or any other benefits in respect of their duties in that capacity during the year.

The charity considers its key management personnel to be the directors/trustees.

**10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	5,305	-	5,305
<b>Charitable activities</b>			
Catering, welfare and activities	46,698	-	46,698
Investment income	28,885	-	28,885
<b>Total</b>	<u>80,888</u>	<u>-</u>	<u>80,888</u>

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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

**10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted fund £	Restricted fund £	Total funds £
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Catering, welfare and activities	91,456	636	92,092
Support costs	650	-	650
	<hr/>	<hr/>	<hr/>
<b>Total</b>	92,106	636	92,742
Net gains on investments	29,856	-	29,856
	<hr/>	<hr/>	<hr/>
<b>NET INCOME/(EXPENDITURE)</b>	18,638	(636)	18,002
 <b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	151,734	20,360	172,094
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>170,372</u>	<u>19,724</u>	<u>190,096</u>

**11. TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1 April 2021 and 31 March 2022	31,808	41,755	73,563
	<hr/>	<hr/>	<hr/>
<b>DEPRECIATION</b>			
At 1 April 2021	14,595	23,463	38,058
Charge for year	636	1,829	2,465
	<hr/>	<hr/>	<hr/>
At 31 March 2022	15,231	25,292	40,523
	<hr/>	<hr/>	<hr/>
<b>NET BOOK VALUE</b>			
At 31 March 2022	16,577	16,463	33,040
	<hr/>	<hr/>	<hr/>
At 31 March 2021	17,213	18,292	35,505
	<hr/>	<hr/>	<hr/>

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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

**12. FIXED ASSET INVESTMENTS**

	Listed investments £
<b>MARKET VALUE</b>	
At 1 April 2021	107,941
Revaluations	5,326
	<u>113,267</u>
At 31 March 2022	113,267
<b>NET BOOK VALUE</b>	
At 31 March 2022	<u>113,267</u>
At 31 March 2021	<u>107,941</u>

There were no investment assets outside the UK.

Cost or valuation at 31 March 2022 is represented by:

	Listed investments £
Valuation in 2021	<u>113,267</u>

**13. STOCKS**

	2022 £	2021 £
Stocks	400	400
	<u>400</u>	<u>400</u>

**14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022 £	2021 £
Catering and other debtors	1,656	1,397
Prepayments	377	394
	<u>2,033</u>	<u>1,791</u>

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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

**15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022	2021
	£	£
Taxation and social security	2,101	662
Other creditors	2,950	2,225
	<u>5,051</u>	<u>2,887</u>

**16. MOVEMENT IN FUNDS**

	At 1.4.21	Net movement in funds	At 31.3.22
	£	£	£
<b>Unrestricted funds</b>			
General fund	170,372	(7,151)	163,221
<b>Restricted funds</b>			
Endowment fund	19,724	(636)	19,088
	<u>190,096</u>	<u>(7,787)</u>	<u>182,309</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	86,491	(98,968)	5,326	(7,151)
<b>Restricted funds</b>				
Endowment fund	-	(636)	-	(636)
	<u>86,491</u>	<u>(99,604)</u>	<u>5,326</u>	<u>(7,787)</u>

**Comparatives for movement in funds**

	At 1.4.20	Net movement in funds	At 31.3.21
	£	£	£
<b>Unrestricted funds</b>			
General fund	151,734	18,638	170,372
<b>Restricted funds</b>			
Endowment fund	20,360	(636)	19,724
	<u>172,094</u>	<u>18,002</u>	<u>190,096</u>

**LEWES HOUSE OF FRIENDSHIP**  
**FORMERLY KNOWN AS AGE CONCERN LEWES**

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

**16. MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	80,888	(92,106)	29,856	18,638
<b>Restricted funds</b>				
Endowment fund	-	(636)	-	(636)
<b>TOTAL FUNDS</b>	<u>80,888</u>	<u>(92,742)</u>	<u>29,856</u>	<u>18,002</u>

The endowment fund represents those assets which must be held permanently by the charity, in this case the freehold property.

**17. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2022.

**LEWES HOUSE OF FRIENDSHIP**

England & Wales - Charity number 1158437

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# Accounts

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**LEWES HOUSE OF FRIENDSHIP  
(FORMERLY KNOWN AS AGE CONCERN LEWES)**

**TRUSTEES' ANNUAL REPORT  
AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2021**

**Charity Number: 1158437**

**LEWES HOUSE OF FRIENDSHIP**

**Charity Number: 1158437**

**TRUSTEES' ANNUAL REPORT AND  
UNAUDITED FINANCIAL STATEMENTS**

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Statements of Financial Activities	8
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# LEWES HOUSE OF FRIENDSHIP

Charity Number: 1158437

## TRUSTEES' ANNUAL REPORT

The Trustees present their annual report and financial statements of the charity for the year ended 31<sup>st</sup> March 2021.

The financial statements have been prepared in accordance with the 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) issued on 1 January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

### REFERENCE AND ADMINISTRATIVE DETAILS

<b>Name of Charity:</b>	Lewes House of Friendship
<b>Charity Number:</b>	1158437
<b>Principal Address:</b>	Lewes House of Friendship 208 High Street Lewes BN7 2NS
<b>Trustees:</b>	Heather Hicks (Chairman) Christine Moon (Hon. Secretary) Nigel Scott (Hon. Treasurer)
<b>Bankers:</b>	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
<b>Independent Examiner:</b>	C. R. Tyler FCA, DChA, FCIE F1 CRT Ltd Flat 24, Wellingtonia Court Laine Close, Brighton BN1 6TD
<b>Solicitors:</b>	Mayo Wynne Baxter 3 Bell Lane Lewes East Sussex BN7 1JU

# LEWES HOUSE OF FRIENDSHIP

Charity Number: 1158437

## TRUSTEES' REPORT – continued

### STRUCTURE, GOVERNANCE AND MANAGEMENT

Lewes House of Friendship is a Charitable Incorporated Organisation (CIO) registered on 3 September 2014 and is governed in accordance with the Charity Commission's model constitution for Associations. It took over the assets and activities of the former charity registered number 207310.

The main decision-making body, The Executive Committee, comprised the three trustees plus two other members. The committee met on three occasions during 2020/21 when the easing of the Covid-19 pandemic lockdown permitted. In addition, members of the committee conducted essential business via email throughout the year during which the House was largely closed to its members and the general public.

The Annual General Meeting, which would normally have been held in August, was cancelled because the elderly and vulnerable members of the House were unwilling to risk infection by venturing from their homes. The Annual Report and Accounts for 2019/20 were sent to each member for approval with an invitation to make comments, to request clarification of any points contained therein, or to dissent from accepting the report as it stood. The Secretary received one request for clarification. The report, which had been endorsed by the Executive Committee, was therefore deemed to be accepted by the membership and submitted to the Charity Commission in the normal way.

Apart from a brief interlude in September/October when lockdown was eased but very few people felt confident enough to visit, the House remained closed throughout the year. However, thanks to the valiant efforts of the catering staff and a group of volunteers, we were able to provide a home delivery service of hot lunches from April right through the year. This service was greatly appreciated by a growing number of members and continues to be provided even as this report is being written during summer 2021.

The decline in income and the increase in expenditure shows a financial imbalance for the year of c£12,000 which will be addressed by the Executive Committee in the coming months. The financial buffer provided by the rental income from the four flats remains very significant - without this, and recent growth in investments, the future of the House would be in serious doubt. At the time of writing, the committee is about to embark on its delayed consideration of future strategy for the House – a consideration which will benefit from having a greater understanding of the needs of the membership gained during the pandemic and which will focus on the key issue of financial sustainability.

### RISK MANAGEMENT

The Trustees awareness of risk issues were heightened during the closure period when finances were placed under constant surveillance and concern regarding hygiene, health and safety were uppermost in minds. The trustees were confident that its policies and systems of reporting were in good order and that appropriate insurances were in place to mitigate any potential risk.

### PUBLIC BENEFIT

Lewes House of Friendship exists to support the older members of the community of Lewes and its surrounding area and is, formally, a Friend of Age UK East Sussex. Its activities (when in operation) are designed solely to benefit its members, the public from which its members are drawn, and the community in which it is located.

# LEWES HOUSE OF FRIENDSHIP

Charity Number: 1158437

## TRUSTEES' REPORT - continued

### OBJECTIVES AND ACTIVITIES

Lewes House of Friendship exists to promote the wellbeing of older people, in any manner which now is or hereafter may be deemed by law to be charitable, in and around Lewes.

The staff and volunteers supported these objectives during the year by replacing the in-house catering service with the delivery of hot lunches daily to members' homes. The craft group continued to flourish at a distance using Zoom as its communication medium but, regrettably, other regular activities were unable to continue without access to the House. A programme of activities for the future will form a key part of the imminent strategic review. Meanwhile, as this report is being written, it is pleasing to note the resumption in the House of the Extend exercise classes, the choir and the craft group along with the starting up of new Tai Chi classes.

### ACHIEVEMENTS AND PERFORMANCE

The membership of the House remained stable with over 200 people enrolled. The Executive Committee decided that subscriptions should be waived for the year since there were no activities on offer. It was pleasing to see many members making voluntary donations instead which was greatly appreciated.

Like many other charities and public spaces, the House was largely unavailable throughout the year for the older members of Lewes to meet up with friends, to enjoy a convivial lunch and to engage with all the other activities which were regularly on offer before the pandemic. There were brief interludes when restrictions were lifted but members had grown accustomed to staying indoors and many were wary of moving into the potentially infectious and dangerous environments outside their homes. Those visiting the House were very few indeed. At the time of writing, the House has re-opened but it is clear that the impact of the pandemic may have long-lasting impacts on the older age-group's enthusiasm for the social world.

It is great credit to Keith Stenning, the cook, and his small team of catering staff plus volunteers who determined that closure would not mean the cessation of the lunch service - one of the most highly prized of the services offered at the House. As soon as closure became inevitable, they set about devising a substitute home delivery service which started up in April 2020. Up to 60 members signed up and were able to have lunch every day if they chose or just occasionally when required. Throughout the year, deliveries averaged 45 a day, sometimes exceeding 50, and were delivered by a daily team of 3 or 4 volunteers. They provided not only a nutritious meal but a friendly face and some much-missed conversation at the door-step, too. We were grateful to the Freemasons and the Sussex Community Foundation for their generous donations which enabled the purchase of delivery essentials such as food containers and thermal carriers. Even though the House was able to open again in July 2021, the delivery of lunches remained very popular and has continued. Whether it will be possible to provide in-house and delivered lunches in the longer term will require very careful consideration.

### PLANS FOR FUTURE PERIODS

At the time of writing, it is difficult to predict what the future will bring though it is fairly clear that the unsettling period of the pandemic will have a lasting impact on the way of life of many people – both

# LEWES HOUSE OF FRIENDSHIP

Charity Number: 1158437

## TRUSTEES' REPORT - continued

old and young. The Executive Committee will conduct its planned review of future strategy in relation to what the House should most sensibly be seeking to offer but it will take into account the impact of the pandemic in a way that could not have been envisaged even a year ago.

### FUNDS HELD AS CUSTODIAN TRUSTEE ON BEHALF OF OTHERS

The charity does not hold any funds on behalf of others.

### FINANCIAL REVIEW

The Trustees note that overall income for the year was £80,888 and that expenditure was £92,742. The deficit in-year was therefore £11,854 – significantly greater than in recent years. This is a matter for concern but scarcely surprising given the exceptional circumstances of the year in question.

A major source of income – from the renting of four flats – remained stable at c£28,000. Interestingly, income from catering was up c£5k on the previous year to £43,521 as significantly more meals were provided through home delivery than had been served in-house in previous years. However, expenditure substantially increased due to delivery and packaging costs as well as additional staffing levels and was up £12k.

Income from room hire and membership activities other than catering was down over £11.5k while donations increased by over £3k to £5,305. Due to the stock market low of March 2020 occurring when our investments were last valued there was a notable gain of c£30k in the value of these investments by March 2021. At the end of the year, the long-term investment portfolio stood at £107,941.

The charity ended the year carrying forward a total of £190,096.

After such a difficult year, the trustees take comfort from our overall financial position. However, plans for the future clearly require careful consideration of the financial implications and these will be a serious component of our up-coming strategy discussions.

Full financial detail is provided in the examined accounts which follow.

### RESERVES POLICY

The trustees remain confident that the current financial framework remains acceptable notwithstanding some of the current uncertainties following from the pandemic. The charity's investments would enable the charity to discharge its responsibilities for two years even in the unlikely event of a serious decline in rental income. However, the trustees believe there is no scope for complacency with regard to financial planning and probity particularly in view of the unforeseen experience of the past eighteen months and the need to maintain a heritage building which can result in expensive, unforeseen repair bills.

## LEWES HOUSE OF FRIENDSHIP

Charity Number: 1158437

### TRUSTEES' REPORT - continued

#### INVESTMENT POLICY

The trustees consider that cash should be maintained at a level of c£10,000 in an easy-access account to cover recurrent expenditure, modest capital projects, and unforeseen essential repairs to the fabric of the House, Funds in excess of this are available for investment. The charity's long term investments amounted to £107,941 at the end of the year, with a further £25k available in short-term deposits.

The objective of the long term investment portfolio is:

- to provide income at a better rate than obtainable from a deposit account
- to provide long-term capital growth not obtainable from a deposit account
- to invest in a tax-efficient manner with a cautious balanced-risk profile but with a spread of investments, and
- for minimal cost of investment and administrative simplicity

These investments are reviewed periodically.

#### STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees 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).

The law applicable to charities in England and Wales 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 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;
- 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 sufficient 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 Charity (Accounts and Reports) Regulations 2008 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.

**LEWES HOUSE OF FRIENDSHIP**

**Charity Number: 1158437**

**TRUSTEES' REPORT - continued**

The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

On behalf of the Board of Trustees

*Heather Hicks*

.....  
Heather Hicks - Trustee

Date: 11/8/21

**LEWES HOUSE OF FRIENDSHIP**

**Charity Number: 1158437**

**INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES  
ON THE UNAUDITED ACCOUNTS OF LEWES HOUSE OF FRIENDSHIP**

I report to the charity trustees on my examination of the accounts of Lewes House of Friendship for the year ended 31 March 2021.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

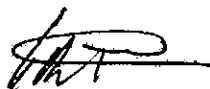
I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

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 the Trust 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 applicable 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 confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



C R Tyler FCA DChA FCIE  
F1 CRT Limited  
Chartered Accountant  
Flat 24, Wellingtonia Court  
Laine Close  
Brighton  
BN1 6TD  
Date: 11<sup>th</sup> August 2021

LEWES HOUSE OF FRIENDSHIP

Charity Number: 1158437

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2021

INCOME AND EXPENDITURE ACCOUNT

	Notes	Unrestricted £	Endowed £	Total 2021 £	Total 2020 £
<b>INCOME AND ENDOWMENTS:</b>					
Voluntary Income, Donations and Legacies	3	5,305	-	5,305	1,921
Investment Income					
Various	4	<u>28,885</u>	<u>-</u>	<u>28,885</u>	<u>28,602</u>
		<u>34,190</u>	<u>-</u>	<u>34,190</u>	<u>30,523</u>
Charitable Activities					
Catering, Welfare & Activities	2	<u>46,698</u>	<u>-</u>	<u>46,698</u>	<u>53,003</u>
<b>TOTAL INCOMING RESOURCES</b>		<u><b>80,888</b></u>	<u><b>-</b></u>	<u><b>80,888</b></u>	<u><b>83,526</b></u>
<b>RESOURCES EXPENDED</b>					
Charitable Activities	5	<u>92,106</u>	<u>636</u>	<u>92,742</u>	<u>86,813</u>
<b>TOTAL RESOURCES EXPENDED</b>		<u><b>92,106</b></u>	<u><b>636</b></u>	<u><b>92,742</b></u>	<u><b>86,813</b></u>
Net (Outgoing)/Incoming Resources before investment losses		(11,218)	( 636)	(11,854)	(3,287)
Gains/(Losses) on Investment assets	10	<u>29,856</u>	<u>-</u>	<u>29,856</u>	(11,533)
Net Incoming/(Outgoing) Resources after investment gains/(losses)		18,638	( 636)	18,002	(14,820)
<b>BALANCES BROUGHT FORWARD</b>		<u><b>151,734</b></u>	<u><b>20,360</b></u>	<u><b>172,094</b></u>	<u><b>186,914</b></u>
<b>BALANCES CARRIED FORWARD</b>		<u><b>170,372</b></u>	<u><b>19,724</b></u>	<u><b>190,096</b></u>	<u><b>172,094</b></u>

The Statement of Financial Activities incorporates the Income and Expenditure Account

The results for the year derive from continuing activities and there are no other recognised gains or losses in the year.

The notes on pages 10 to 16 form part of these Financial Statements.


**LEWES HOUSE OF FRIENDSHIP**

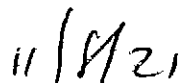
**Charity Number: 1158437**

**BALANCE SHEET AS AT 31 MARCH 2021**

	Notes	2021		2020	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	7		35,505		37,674
Investments	10		<u>107,941</u>		<u>78,085</u>
			<b>143,446</b>		<b>115,759</b>
<b>CURRENT ASSETS</b>					
Stocks		400		400	
Debtors	8	1,791		1,974	
Cash at Bank and in hand		<u>47,346</u>		<u>55,891</u>	
		<b>49,537</b>		<b>58,265</b>	
<b>CREDITORS</b> : Amounts falling due within one year	9		<u>2,887</u>		<u>1,930</u>
<b>NET CURRENT ASSETS</b>			<u><b>46,650</b></u>		<u><b>56,335</b></u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u><b>190,096</b></u>		<u><b>172,094</b></u>
<b>FUNDS</b>					
Unrestricted funds			170,372		151,734
Restricted funds	11		<u>19,724</u>		<u>20,360</u>
<b>TOTAL FUNDS</b>	12		<u><b>190,096</b></u>		<u><b>172,094</b></u>

The Financial Statements were approved by the Board of Trustees on and were signed on its behalf by:

  
 .....  
 Heather Hicks - Trustee

  
 .....  
 Date

The notes on pages 10 to 16 form part of these Financial Statements

# LEWES HOUSE OF FRIENDSHIP

Charity Number: 1158437

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

### 1. PRINCIPAL ACCOUNTING POLICIES

(a) **Accounting convention**

The Financial Statements of the charity, which is a public benefit under FRS102, have been prepared in accordance with the Charities SORP (FRS102) '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 (FRS102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Lewes House of Friendship meets the definition of a public entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these accounts are rounded to the nearest £.

The trustees/directors consider that there are no material uncertainties about the company's ability to continue as a going concern. The trustees have taken advantage of the various sources of Government support during the COVID-19 pandemic and consider that it will not have a significant impact on the company's ability to continue trading. Income from trading activities is expected to reduce due to the lockdown conditions and steps are being taken to make cost savings. The trustees regard any impact to be short term rather than affecting the company's ability to continue as a going concern. There are no material uncertainties affecting the current year's accounts.

(b) **Income recognition**

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.

Legacy gifts are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Donations are recognised when the Trust has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

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 bank.

# LEWES HOUSE OF FRIENDSHIP

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## NOTES TO THE FINANCIAL STATEMENTS - continued

(c) **Resources expended**

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of resources expended in the Statement of Financial Activities. The charity is not registered for VAT and accordingly expenditure is shown gross of VAT.

Support costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to the examination of the accounts and all the costs of complying and constitutional and statutory requirements.

(d) **Depreciation of tangible fixed assets**

The costs of tangible fixed assets is written-off over their useful economic lives as follows:-

Freehold Buildings	2% straight line basis
Fixtures, fittings & equipment	10% reducing balance basis

All assets costing more than £500 are capitalised and valued at historical cost.

(e) **Funds accounting**

Funds held by the Charity are: -

*Unrestricted general funds* – these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

*Designated funds* – these are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

*Restricted funds* – these are funds that 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.

*Endowment Funds* – these funds represent those assets which must be held permanently by the charity. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income.

Further explanation of the nature and purpose of each fund is included in the notes to the Accounts

(f) **Fixed Asset Investments**

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 statement of financial activities includes the net gains and losses arising the revaluation and disposals throughout the year.

The Trust does not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the charity is that of volatility in equity markets and

**LEWES HOUSE OF FRIENDSHIP**

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**NOTES TO THE FINANCIAL STATEMENTS - continued**

investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

**(g) Realised gains and losses**

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

**(h) Stock**

Purchased stocks are valued at the lower of cost or net realisable value after making due allowance for any obsolete or slow-moving items.

**(i) Cash Flow Statement**

The charity has taken advantage of the exemption from the requirement to produce a cash flow statement on the grounds that it qualifies as a small charity.

**2. INCOME RESOURCES FROM CHARITABLE ACTIVITIES**

	2021	2020
	£	£
Catering	43,521	38,161
Welfare and Activities	<u>3,177</u>	<u>14,842</u>
	<u>46,698</u>	<u>53,003</u>

**3. DONATIONS AND LEGACIES**

	2021	2020
	£	£
Legacy	-	-
Donations and Gifts	<u>5,305</u>	<u>1,921</u>
	<u>5,305</u>	<u>1,921</u>

**4. INVESTMENT INCOME**

	2021	2020
	£	£
Rental Income	28,745	28,260
Interest Receivable	<u>140</u>	<u>342</u>
	<u>28,885</u>	<u>28,602</u>

LEWES HOUSE OF FRIENDSHIP

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NOTES TO THE FINANCIAL STATEMENTS – continued

5. RESOURCES EXPENDED

	Unrestricted £	Restricted £	2021 Total £	2020 Total £
Activities undertaken directly				
Catering	18,313	-	18,313	14,332
Welfare & Activities	<u>91</u>	<u>-</u>	<u>91</u>	<u>2,835</u>
	<u>18,404</u>	<u>-</u>	<u>18,404</u>	<u>17,167</u>
Charitable Activities				
Rent	530	-	530	530
Rates and water	1,332	-	1,332	1,651
Building & Equip Maint.	14,113	-	14,113	17,111
Cleaning	232	-	232	806
Light and Heat	3,693	-	3,693	3,479
Insurance	1,753	-	1,753	1,715
Letting Agents Fees	3,175	-	3,175	3,049
Bank Charges	340	-	340	60
Advertising	-	-	-	-
Print, postage, stationery	754	-	754	562
Telephone	652	-	652	535
Computer Costs	306	-	306	152
Sundry expenses	580	-	580	715
Staff Costs	43,560	-	43,560	35,792
Depreciation	<u>2,032</u>	<u>636</u>	<u>2,668</u>	<u>2,839</u>
	<u>73,052</u>	<u>636</u>	<u>73,688</u>	<u>68,996</u>
Support Costs				
Independent Examiners' Fees	650	-	650	650
Bookkeeping	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>650</u>	<u>-</u>	<u>650</u>	<u>650</u>
	<u>92,106</u>	<u>636</u>	<u>92,742</u>	<u>86,813</u>

**LEWES HOUSE OF FRIENDSHIP**

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**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**6. STAFF COSTS**

The number of employees during the year was 4 (2 full time equivalent) (2020: 4) excluding the Directors/Trustees. The costs in respect of these employees were:-

	2021	2020
	£	£
Gross Pay	43,560	35,792
Employers National Insurance	-	-
	<u>43,560</u>	<u>35,792</u>

The Directors (Trustees) received no remuneration, or reimbursed expenses in respect of their duties in that capacity during the year.

The charity considers its key personnel comprises the trustees who received no benefits.

**7. TANGIBLE FIXED ASSETS**

	Land and Buildings	Fixtures fittings & equipment	Total
	£	£	£
<b>Cost</b>			
At 1 April 2020	31,808	41,256	73,064
Additions	-	499	499
At 31 March 2021	<u>31,808</u>	<u>41,755</u>	<u>73,563</u>
<b>Depreciation</b>			
At 1 April 2020	13,959	21,431	35,390
Charge	636	2,032	2,668
At 31 March 2021	<u>14,595</u>	<u>23,463</u>	<u>38,058</u>
<b>Net Book Value</b>			
At 31 March 2021	<u>17,213</u>	<u>18,292</u>	<u>35,505</u>
At 31 March 2020	<u>17,849</u>	<u>19,825</u>	<u>37,674</u>

All of the fixed assets are held by the Charity for continuing use in the direct furtherance of the Charity's objectives.

**8. DEBTORS**

	2021	2020
	£	£
Debtors all due within one year, consist of:		
Legacy receivable	-	-
Catering etc	1,397	1,580
Prepayments	394	394
	<u>1,791</u>	<u>1,974</u>

**LEWES HOUSE OF FRIENDSHIP**

Charity Number: 1158437

**NOTES TO FINANCIAL STATEMENTS - continued**

**9. CREDITORS – amount falling due within one year**

	2021	2020
	£	£
Creditors and accruals	2,225	1,579
Tax and social security	<u>662</u>	<u>351</u>
	<u><b>2,887</b></u>	<u><b>1,930</b></u>

**10. Fixed asset Investment**

	2021	2020
	£	£
Market value at 1 April 2020	78,085	99,618
Change in value during the year	29,856	(11,533)
Amount withdrawn	-	<u>(10,000)</u>
Market value at 31 March 2021	<u><b>107,941</b></u>	<u><b>78,085</b></u>

**11. ENDOWMENT FUND**

The endowment fund represents those assets which must be held permanently by the Charity, in this case the freehold property. Depreciation is charged against the fund.

	Balance at 1 April 2020	Incoming Resources	Resources Expended	Balance at 31 March 2021
	£	£	£	£
Permanent endowment	<u>20,360</u>	-	( 636)	<u>19,724</u>
	<u>20,360</u>	-	<u>( 636)</u>	<u>19,724</u>

**12. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted funds	Endowment funds	Total funds
	£	£	£
Fund Balances at 31 March 2021 are represented by :			
Tangible fixed assets	15,781	19,724	35,505
Investments	107,941	-	107,941
Current assets	49,537	-	49,537
Creditors: Due within 1 year	<u>( 2,887)</u>	-	<u>( 2,887)</u>
	<u><b>170,372</b></u>	<u><b>19,724</b></u>	<u><b>190,096</b></u>

LEWES HOUSE OF FRIENDSHIP

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NOTES TO THE FINANCIAL STATEMENTS - continued

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES (2020)

	Unrestricted Funds £	Endorsed Funds £	Total Funds £
<b>INCOME AND ENDOWMENTS FROM:</b>			
Donations and legacies	1,921	-	1,921
Income from investments	28,602	-	28,602
Charitable activities	<u>53,003</u>	<u>-</u>	<u>53,003</u>
<b>Total Incoming Resources</b>	<b><u>83,526</u></b>	<b><u>-</u></b>	<b><u>83,526</u></b>
<b>EXPENDITURE ON:</b>			
Charitable activities	<u>86,177</u>	<u>636</u>	<u>86,813</u>
<b>Total Resources Expended</b>	<b><u>86,177</u></b>	<b><u>636</u></b>	<b><u>86,813</u></b>
<b>Net Incoming Resources before Gains/(Losses)</b>	<b>(2,651)</b>	<b>( 636)</b>	<b>(3,287)</b>
Losses on Investments	<u>(11,533)</u>	<u>-</u>	<u>(11,533)</u>
<b>Net Outgoing Resources after Gains/(Losses)</b>	<b>(14,184)</b>	<b>( 636)</b>	<b>(14,820)</b>
<b>Balance Brought Forward</b>	<b><u>165,918</u></b>	<b><u>20,996</u></b>	<b><u>186,914</u></b>
<b>Balances Carried Forward</b>	<b><u>151,734</u></b>	<b><u>20,360</u></b>	<b><u>172,094</u></b>