

Senior Citizens Support Group

Charity number 1160774

Annual Report and Financial Statements for the year ended 31 July 2020



West Yorkshire Community Accounting Service

Senior Citizens Support Group

Annual Report and Financial Statements for the year ended 31 July 2020

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Prepared by West Yorkshire Community Accounting Service

Senior Citizens Support Group

Trustees' report for the year ended 31 July 2020

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Alan Hudders	Chair	
Gillian Collington	Vice-chair	
Frank Jackson	Treasurer	
Moira Falshaw	Secretary	
Darren Byford		
Deborah Nicholls		Appointed 14 July 2020
Judith Wanstall		Appointed 12 November 2019 Resigned 11 May 2020

Charity number 1160774

Principal address

Unit 7
Old Town Hall
Horbury
Wakefield
WF4 6HR

Bankers

TSB Bank
3 Wesley Street
Ossett
WF5 8ER

Independent examiner

Stephen Procter

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) formed on 6 March 2015.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Senior Citizens Support Group

Trustees' report (continued) for the year ended 31 July 2020

Objectives and activities

The charity's objects

To promote such charitable purposes for the benefit of people over the age of 60, who have a charitable need arising from their age, living within Wakefield and the surrounding area.

The charity's main activities

The Group was first established as the Senior Citizens Action Group in 2010 and changed its name in 2012. The group was registered as a Charitable Incorporated Organisation in March 2015 and registered with the Charity Commission registered number 1160774. The Group is a non profit organisation run by the members for the members.

There are currently six Trustees including the officers of the organisation, Chair, Vice Chair, Secretary and Treasurer. The charity does not employ any paid staff.

The aim of the Group is to provide as many activities or events every week and thus ensure that members have something to look forward to at all times. There are currently over 22 events every month. We do strive to support all seniors with mobility problems and our main aim is to encourage this age group out of isolation into a warm friendly environment and this has proved to be a huge success within the Group.

From small beginnings the numbers of members has accelerated rapidly and now stands at over 460. An Annual General Meeting is held, usually in September when the Trustees and executives are appointed.

The Group is administered in accordance with its written constitution and is financed by its own members, grants from local organisations and donations from local businesses. The Group constantly strives to increase the range of activities and events that it offers and this is limited only by the availability of venues within the District boundaries along with finances.

The group have over 30 volunteers who give their time up to run and support these functions throughout the whole year.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit.

Achievements and performance

Up to the point of COVID-19 lockdown in March this year the Group events planner was looking very healthy after the trips to Rycroft and Skipton. Unfortunately the Trustees had to make the decision to cancel all events until further notice to comply with Government and WHO guidelines for vulnerable elderly people and subsequent losses of income. Up to this point all our events had been well attended and our coffee mornings were getting more popular, all our events do have their team leaders who put in a great deal of time to ensure they flourish each week. The member get member initiative brought in late last year has attracted over 70 new members and continues to operate.

We realised that lockdown would produce challenges and loss of income but the well being and mental health of our members was priority and so very early April we promoted online events for our members to log into and were guided by professional tutors for fun and fitness, Aerobics and choir rehearsals. The income to support these activities has been provided by local funders like WDH, WMDC and NOVA.

COVID-19

From March 23rd and lockdown we were budgeting for a loss of income from members and that we would need to apply to external funders as the opportunities arose. Our office was utilised by us as a Community Hub (helpdesk) to support our 460 members and anyone who would require shopping, prescriptions, food parcels or telefriending calls.

We advertised for volunteers to run the helpdesk and were overwhelmed as over 75 applied for driving and helpdesk call handling duties. The skills and experience they have is phenomenal and we do hope we can retain some for future use which will improve the group and enable us to add to our activities. We also had some who expressed experience in telefriend calling and were able to utilise them to do just that to cover all our members. Whilst in lockdown we were still able to build on our activities and completed the raised bed vegetable project for our members to maintain.

Senior Citizens Support Group

Trustees' report (continued) for the year ended 31 July 2020

COVID-19 (continued)

At the time of signing these accounts the charity has been impacted by the global Covid-19 virus. The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to meet its liabilities as they fall due.

Financial review

The net receipts for the year were £32,428, including net receipts of £24,462 on unrestricted funds and net receipts of £7,966 on restricted funds.

Reserves policy

The charity's free reserves at the year end were £43,486.

The charity will hold reserves with a minimum amount of £3,000. This is to allow the group to continue its activities if financial circumstances change due to a drop in membership or a forced change of venue leading to increased room hire fees. The reserve should never exceed £6,000 as there are no paid staff who would be entitled to redundancy payments should the group cease to function and there are no other expected large payments.

The group has been very successful with grant applications and is holding £29,892 of grant funding raised to cover expenses for at least the coming year if the COVID-19 virus is still restricting our income. These funds are being held in the development fund account as it is the account that pays some interest. We have plans to arrange various functions for our members as soon as virus regulations allow us to do so. The balance of funds in this account are to carry out a feasibility study into acquiring our own premises should a suitable property become available and we need to investigate its suitability at short notice. We are still holding £5,000 in our 'Reserve' account.

Signed on behalf of the board of trustees:

Signed: Alan Hudders

Date: 27.8.20

Name: ALAN HUDDERS (Trustee)

Senior Citizens Support Group

Independent examiner's report to the trustees of Senior Citizens Support Group Charitable Incorporated Organisation ('the CIO')

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 July 2020, which are set out on pages 6 to 10.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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 CIO as required by section 130 of the Act; or
- 2 the accounts do not accord with those records.

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.

Signed: S. Procter Name: Stephen Procter

Date: 27/8/20

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Senior Citizens Support Group

Receipts and payments account

for the year ended 31 July 2020

	Notes	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £	2019 Total funds £
Receipts					
Grants and donations	(2)	28,039	20,011	48,050	5,763
Activity income		12,390	-	12,390	16,684
Sales and fees		451	-	451	980
Membership		290	-	290	700
Members travel contributions		5,475	-	5,475	8,803
Fundraising income		-	-	-	1,798
Bank interest		207	-	207	-
COVID shopping		423	-	423	-
Other income		12	-	12	10
Total receipts		<u>47,287</u>	<u>20,011</u>	<u>67,298</u>	<u>34,738</u>
Payments					
Activity expenses		9,487	5,015	14,502	11,270
Fundraising costs		-	-	-	1,179
General running costs		766	-	766	1,147
Membership travel expenses		6,353	-	6,353	8,527
Kitchen equipment		-	2,791	2,791	-
Printing, postage and stationery		776	30	806	1,111
Advertising		424	-	424	641
Insurance		520	-	520	353
Room hire		680	720	1,400	2,300
Administration expenses		1,623	1,067	2,690	4,297
IT, running and support costs		1,589	2,400	3,989	1,592
COVID expenses		607	22	629	-
Total payments		<u>22,825</u>	<u>12,045</u>	<u>34,870</u>	<u>32,417</u>
Net receipts		<u>24,462</u>	<u>7,966</u>	<u>32,428</u>	<u>2,321</u>
Fund balances brought forward		<u>19,024</u>	<u>3,746</u>	<u>22,770</u>	<u>20,449</u>
Fund balances carried forward	(3)	<u>43,486</u>	<u>11,712</u>	<u>55,198</u>	<u>22,770</u>

Senior Citizens Support Group
Statement of assets and liabilities
as at 31 July 2020

	2020	2020	2020	2019
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Current account	964	5,712	6,676	5,545
Reserve account	5,000	-	5,000	5,000
Development account	37,164	6,000	43,164	11,006
Cash in hand	358	-	358	1,219
Total cash funds	43,486	11,712	55,198	22,770

Assets retained for the charity's own use

Speakers
Snow machine
Audio interface
Audio box
Speakers
Microphones
4 Desktop computers
2 card payment machines
10 sets of Crown Green bowls
Dishwasher
5 Surface Pro Tablets
Dell Laptop
Video Camera
Lenovo Laptop
Epson Projector
2 Apple I Pads
Dumbbells
6 Computer chairs
3 Tables

Approval of the accounts

The financial statements were approved by the board of trustees on

Date: 27.8.20

Signed: Alan Hudders

(Trustee)

Name: ALAN HUDDERS

Senior Citizens Support Group

Notes to the accounts

for the year ended 31 July 2020

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

Senior Citizens Support Group
Notes to the accounts continued
for the year ended 31 July 2020

2 Grants and donations	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £	2019 Total funds £
CAF	-	-	-	1,126
Cooperative Society	6,214	-	6,214	250
Countryside Properties	-	5,000	5,000	-
Greggs Foundation	-	2,000	2,000	-
Horbury Common Land Trust 1	-	-	-	800
Horbury Common Land Trust 2	-	2,000	2,000	-
Lottery Community Fund	-	7,720	7,720	-
NOVA	-	-	-	2,314
Wakefield Council (Govt funding)	10,000	-	10,000	-
Wakefield Council (COVID)	5,210	-	5,210	-
Wakefield Council (Kitchen)	-	2,791	2,791	-
WDH	-	-	-	300
WDH (COVID)	-	500	500	-
Winham Foundation	2,500	-	2,500	-
Other donations	4,115	-	4,115	973
	<u>28,039</u>	<u>20,011</u>	<u>48,050</u>	<u>5,763</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Balance c/f £
CAF	332	-	332	-
Countryside Properties	-	5,000	3,875	1,125
Greggs Foundation	-	2,000	512	1,488
Horbury Common Land Trust 1	800	-	800	-
Horbury Common Land Trust 2	-	2,000	171	1,829
Lottery Community Fund	-	7,720	450	7,270
NOVA	2,314	-	2,314	-
Wakefield Council (Kitchen)	-	2,791	2,791	-
WDH	300	-	300	-
WDH (COVID)	-	500	500	-
	<u>3,746</u>	<u>20,011</u>	<u>12,045</u>	<u>11,712</u>

Fund name	Purpose of restriction
CAF	Towards the costs of audio equipment for the choir.
Countryside Properties	To help cover COVID-19 expenses.
Greggs Foundation	For bowls and other equipment, green fees and refreshments.
Horbury Common Land Trust 1	For various accessories for the choir (music etc.)
Horbury Common Land Trust 2	Towards the costs of building raised vegetable beds.
NOVA	Audio equipment, rehearsal room costs and instructor fees for the choir.
Wakefield Council (Kitchen)	To purchase and install a new dishwasher.
WDH	Towards choir running costs.
WDH (COVID)	To cover some COVID-19 expenses.

Senior Citizens Support Group
Notes to the accounts continued
for the year ended 31 July 2020

4 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.