

Senior Citizens Support Group

Charity number 1160774

Annual Report and Financial Statements for the year ended 31 July 2021



West Yorkshire Community Accounting Service

Senior Citizens Support Group

Annual Report and Financial Statements for the year ended 31 July 2021

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Prepared by West Yorkshire Community Accounting Service

Senior Citizens Support Group

Trustees' report for the year ended 31 July 2021

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
Alan Hudders	Chair
Gillian Collington	Vice-chair
Frank Jackson	Treasurer
Moira Falshaw	Secretary
Darren Byford	
Deborah Nicholls	

Charity number 116074

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.

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

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 overriding need for this section of the community is to combat loneliness and the charity aims to do this by providing the motivation for people over 60 to reconnect with the wider community through participation in events and activities. The charity provides in excess of 300 such events annually. Under normal conditions they include twice monthly coffee mornings, twice monthly social mornings, twice weekly fitness classes, including a seated class, lunch club, singing, crown green bowling, excursions, bingo, Christmas Lunches and theme days. The charity is managed and run entirely by non paid volunteers. There are circa 30 volunteers who give their time and expertise to organise the charity and its events.

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

The group has steadily grown in membership over the years from its early days in 2010 of just 20 members. The Group became a registered charity in 2015 with the membership database now having grown to over 450 lifetime members despite a loss of 30 members in this year with the pandemic.

New members continue to join the charity, which is testament to the needs for such a charity in the area. The charity has raised its profile within the area and is now established as probably the leading member organisation for this age group. The charity is well respected and consulted by the local authority, CCG, Nova and other governing bodies.

An excellent relationship has been maintained with local business, Rotary and the general community. In the past the charity has won awards, sponsored by Wakefield District Housing and this year we have been nominated again. In addition to this we are also nominated for the Queens Award for Voluntary Service (QAVS) for the support service we have offered our members during the pandemic.

This year with lockdown we have solely concentrated the online support for this age group as most were deemed as critical shielding and therefore locked in their own homes so we had to seek the extra voluntary help required elsewhere from within the public. We managed this with adverts and took on a lot of younger volunteer people who were furloughed from their employment. We created a Hub support service to manage the demands of our members for shopping, medicines, trades and any requests through the hub call centre.

We created a befriending service with volunteer callers and even doorstep visits for the more vulnerable members. We found that regular newsletters containing up to date reports, quizzes, games and online Bingo were keeping them healthy and sane, so we backed this up with online fitness sessions twice a week, funding was obtained to support these extra functions while we had no income coming in, and this along with extra costs for printing and postage as most were not using any I.T. equipment. We have now also introduced internet assist and computer classes for online applications and forms completion with help for (bus passes, blue badges etc).

We have been able to start some face to face events in May and June this year with strict guidelines and limits on numbers and our members were grateful of the chance to meet old friends again some very emotional after such a long isolation and living in loneliness. Only now have we been able to bring back some of our main core events and increasing the numbers allowed to attend but still under guidelines and social distance rules.

We introduced new outdoor events crown green bowling and vegetable plots which have been well supported by our members. The principal source of funding is from member contributions by attendance at the various events and functions organised by the charity and the focus this year has been to increase our member experience at these main events.

Senior Citizens Support Group

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

Achievements and performance (continued)

Most of the income this financial year has been in the form of grants to support us through loss of income on our events. We are in line to receive a donation from the Co-op with us being selected as one of their 3 charities for member incentives and to alleviate loneliness among the elderly.

All expenditure has been used to further the aims and objectives of the charity. Whilst the charity lease a venue there is no contract agreement in place and therefore The charity has, over the last four years, had the objective of retaining some funds in order to carry out a feasibility study should the need arise, but we also have a lot of re scheduling to do with the lost events this year.

The Group has been very successful with Covid related grant applications and donations and assuming the virus is finished it is intended to sponsor trips to the theatre for 200 of our members. Also 200 Christmas dinners at a local restaurant along with several Theme Days with entertainment. We will also keep sending out newsletters with associated printing and postage costs to encourage members back to our activities. These funds are currently held in our Development Fund account which does generate a small amount of interest.

Financial review

The net receipts for the year were £6,418, including net receipts of £11,670 on unrestricted funds and net payments of £5,252 on restricted funds.

Reserves policy

The charity's free reserves at the year end were £55,156.

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 of a forced change of venue leading to increased room hire fees. The reserve is planned to be a maximum of £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 trustees are aware of the level of excess reserves being held. This has been discussed further at a recent trustee meeting and it is planned (post COVID) to use some of the reserves to organise additional events and activities. It is also the board's intention to use further reserves at the appropriate time to undertake a feasibility study into the charity obtaining other premises from which to operate.

Signed on behalf of the board of trustees on 25/08/2021

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 2021, 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.

Stephen Procter

25/08/21

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 2021

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Receipts					
Grants and donations	(2)	15,064	9,411	24,475	48,050
Activity income		4,572	200	4,772	12,390
Sales, fees and fundraising		242	-	242	451
Membership		330	-	330	290
Members travel contributions		1,235	-	1,235	5,475
Bank interest		218	-	218	207
COVID shopping		29	-	29	423
Other income		100	-	100	12
Total receipts		21,790	9,611	31,401	67,298
Payments					
Activity expenses		3,627	6,288	9,915	14,502
Fundraising costs		24	-	24	-
General running costs		1,554	383	1,937	766
Membership travel expenses		1,063	-	1,063	6,353
Kitchen equipment		-	-	-	2,791
Printing, postage and stationery		271	1,276	1,547	806
Advertising		330	277	607	424
Insurance		512	-	512	520
Room hire		1,200	-	1,200	1,400
Administration expenses		626	5,618	6,244	2,690
IT, running and support costs		560	72	632	3,989
COVID expenses		29	-	29	629
Professional services		168	105	273	-
Equipment		-	314	314	-
Other expenses		156	530	686	-
Total payments		10,120	14,863	24,983	34,870
Net receipts / (payments)		11,670	(5,252)	6,418	32,428
Fund balances brought forward		43,486	11,712	55,198	22,770
Fund balances carried forward	(3)	55,156	6,460	61,616	55,198

Senior Citizens Support Group
Statement of assets and liabilities
as at 31 July 2021

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Current account	1,811	-	1,811	6,676
Reserve account	5,021	-	5,021	5,000
Development account	47,901	6,460	54,361	43,164
Cash in hand	423	-	423	358
Total cash funds	55,156	6,460	61,616	55,198

Assets retained for the charity's own use

4 Desktop computers
 2 card payment machines
 16 sets of Crown Green bowls
 Dishwasher
 Dumbbells
 Office furniture
 Photocopier
 Office cooler

Approval of the accounts

The financial statements were approved by the board of trustees on 25/08/2021

Alan Hudders (Trustee)

Senior Citizens Support Group

Notes to the accounts

for the year ended 31 July 2021

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 2021

2 Grants and donations	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Cleeves and Whitehead Trust	1,000	-	1,000	-
Co-operative Society	-	2,301	2,301	6,214
CPF Trust	1,000	-	1,000	-
Fenton Trust	3,000	-	3,000	-
Florence Cohen Trust	1,300	-	1,300	-
Leeds Resilience Fund	-	1,440	1,440	-
NOVA	-	4,500	4,500	-
NOVA PPE	-	1,170	1,170	-
Titcomb Foundation	1,000	-	1,000	-
Wakefield Council (COVID)	4,300	-	4,300	5,210
Countryside Properties	-	-	-	5,000
Greggs Foundation	-	-	-	2,000
Horbury Common Land Trust	-	-	-	2,000
Lottery Community Fund	-	-	-	7,720
Wakefield Council (Govt funding)	-	-	-	10,000
Wakefield Council (Kitchen)	-	-	-	2,791
WDH (COVID)	-	-	-	500
Winham Foundation	-	-	-	2,500
Other donations	3,464	-	3,464	4,115
	<u>15,064</u>	<u>9,411</u>	<u>24,475</u>	<u>48,050</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Balance c/f £
Co-operative Society	-	2,301	1,745	556
Countryside Properties	1,125	-	1,125	-
Greggs Foundation	1,488	-	1,361	127
Horbury Common Land Trust	1,829	-	248	1,581
Leeds Resilience Fund	-	1,440	1,440	-
Lottery Community Fund	7,270	-	5,642	1,628
NOVA	-	4,500	3,000	1,500
NOVA PPE	-	1,170	302	868
UNITE	-	200	-	200
	<u>11,712</u>	<u>9,611</u>	<u>14,863</u>	<u>6,460</u>

Fund name

Purpose of restriction

Co-operative Society	To support activity costs for members.
Countryside Properties	To help cover COVID-19 expenses.
Greggs Foundation	For bowls and other equipment, green fees and refreshments.
Horbury Common Land Trust	Towards the costs of building raised vegetable beds.
Leeds Resilience Fund	To fund exercise classes during Covid-19.
Lottery Community Fund	To pay for choir, fitness and other events and activities.
NOVA	Towards the costs of running the office/hub during Covid-19.
NOVA PPE	Towards the costs of purchasing additional PPE.
UNITE	Towards the costs of theatre trips.

Senior Citizens Support Group
Notes to the accounts continued
for the year ended 31 July 2021

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.