

**SHIRLEY OLD PEOPLE'S WELFARE COMMITTEE  
LIMITED**

(a Company Limited by Guarantee)

Trustees' Report and Financial Statements  
for the year ended 31 March 2023

Registered Company number 09364967

Registered Charity number 1160863

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COMPANIES HOUSE

**Shirley Old People's Welfare Committee Limited**  
**Financial Statements**  
**for the year ended 31 March 2023**

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## **Report of the Trustees**

The Trustees are pleased to present their annual Trustees' report together with the financial statements of the charitable company for the year ended 31 March 2023, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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 (FRS102) (updated 1 January 2019).

### **OBJECTIVES AND ACTIVITIES**

The main objective of the charity as set out in the governing document, is in the public benefit "to provide and maintain a care home for the elderly". The home is a substantial building situated in its own quiet grounds within reasonable walking distance of shopping amenities at Shirley, Solihull, West Midlands. The current number of residents who can be accommodated is twenty and the principal source of funding remains the fees paid by or on behalf of, the residents. The trustees are not only concerned with the fabric and surroundings of the home but also in providing a "home from home" environment for its residents. This can only be achieved by the best efforts of the Manager and staff. The charity is fortunate that the home is staffed by a conscientious group of people who do their utmost to deliver the "home from home" environment. There have been no changes during the year in the main objective of the charity.

The board of trustees have complied with the duty of the Charities Act 2011 to have due regard to the Charity Commission's published general and relevant sub-sector guidance concerning the operation of the Public Benefit requirement under that act.

### **ACHIEVEMENTS AND PERFORMANCE**

#### **April 2022 – March 2023**

The Management committee continued to meet monthly on a face-to-face basis and also to hold quarterly meetings with our accountant to discuss the financial and budgetary aspects of running the home to ensure we have an efficient operation.

We continue to have six voluntary trustees and although we are actively seeking to increase our numbers, it is proving difficult.

Following the Covid pandemic, we were very pleased to be able to resume normal activities within the home, visitors and entertainers and animal friends were welcomed back.

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## Report of the trustees (continued)

Our residents have enjoyed daily stimulating and entertaining sessions arranged by our in-house activities coordinator, other staff members and the Friends' of Elizabeth House.

In June 2022, Elizabeth House celebrated the late Queen's Platinum Jubilee with tea and entertainers in the garden. Families, friends and neighbours were invited, and a good time was had by all.

In October 2022, we were delighted to present a long service award for 25 years of unbroken service to one of our carers.

Over the last year we have been able to carry out maintenance to Elizabeth House, both internally and externally.

Having obtained the necessary planning permission to improve the home's frontage from the local council, building work to extend the entrance area to the home was carried out. The result has given us a much larger foyer with a reception desk; the removal of some internal walls eliminated a narrow corridor making movement around that part of the home much easier for residents and staff alike.

Our in-house laundry was refurbished with more efficient and modern machines.

Space is always at a premium in the home, so we have installed a loft ladder to give easier access to a large, unused attic and installed lighting, hoping eventually to be able to extend our office and storage space into it.

We were very pleased to be awarded a grant from the Baron Davenport Foundation which enabled us to replace the armchairs in our residents' lounge.

Many of the rooms and public areas of the home have been refitted / improved as they have become available.

The trustees have undertaken an ongoing programme to improve our marketing, our website and our bid writing. We are working with a marketing expert, a web-site designer and a bid writer to help us achieve these goals.

We always hope to achieve maximum occupancy within Elizabeth House but, due to the ages of our residents, we occasionally have empty rooms.

Thanks to the continuation of financial controls and the constant monitoring of them, given the very difficult fiscal situation over this twelve-month period, we have had a satisfactory year.

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## Report of the trustees (continued)

### FINANCIAL REVIEW

Income for the 2022/23 financial year amounted to £863,441 (2021/22: £781,387) which the Trustees have concluded is a positive result and represents higher than expected occupancy throughout much of the year. It also suggests that families are now feeling more comfortable admitting their loved ones into a care home with the risks of the Covid-19 pandemic having waned significantly.

Income from residents' fees increased from £684,120 last year to £832,325 in this reporting period. However, much of the increase in fees is also resultant of a tough decision to increase room rates to reflect the continued increase in heating and lighting costs, another substantial increase to the national minimum wage year on year and last but certainly not least, the cost of living crisis which has increased operating costs in a number of areas including the cost of food and repairs and maintenance to the building.

The charity is grateful to funders including Baron Davenport for their continued support to the home. Total grants and donations received this year amount to £8,952 (2021/22: £97,254).

Expenditure for the year amounted to £868,641 (2021/22: £749,853). Notable expenditure includes staffing costs of £612,015 and premises costs totaling £60,494. A full breakdown of expenditure is included on pages 18 and 19 of these accounts.

At the end of the financial year, reserves decreased slightly to £377,073 (2021/22: £382,273). This is mainly as a result of significant repair and maintenance costs incurred during the year which are unavoidable in an ageing building. Agency fees were also significantly higher than expected which is partly due to nationwide issues effecting the care industry and its ability to retain staff.

### RESERVES POLICY

It is the policy of the Charity to maintain separate reserve funds for specific purposes. Tangible fixed assets, which include the freehold property, fixtures, fittings and equipment, amount to £255,210 and are not regarded as part of the reserves available for distribution. The general reserve is maintained to match financial commitments and overheads to cover fluctuations in income during the year, which provides a buffer for uninterrupted services.

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## Report of the trustees (continued)

As at 31 March 2023 free reserves, being un-restricted funds less fixed assets, amounted to £120,112 (2021/22: £173,242). It is the Trustees' policy to maintain free reserves equivalent to between 3 and 6 months core running costs which amounts to around £70k per month or £420k for 6 months, which is within the agreed policy. The current level of reserves does not meet the policy but this is an area of priority for the Trustees in the coming financial year(s).

### **FUTURE PLANS**

The recent improvements that have been made to Elizabeth House have proved to be invaluable. The extended dining room and entrance area can be combined to make an extra-large space which has been used for entertaining our residents, welcoming guests, even dancing on occasion.

The trustees continue to pursue the plans to extend our residents' lounge to ensure their comfort and safety. We have consulted an architect and after much discussion, plans were drawn up and submitted to the local council for approval, this has now been granted. The trustees are now working with a professional bid writer to compile a list of possible sources of funding for the project. Given the rapidly rising costs generally but within the construction industry particularly, our funding needs are increasing but we hope to acquire finances within the not too distant future.

An account has been set up with Give as you Live, a website that donates to charities whenever people shop through them, the trustees hope to be able to use monies raised this way to pay for smaller projects, replacement thermostatic valves on all the radiators, extra insulation, existing fluorescent lighting with LED replacements etc.

The Friends of Elizabeth House continue to raise funds to pay for the entertainers / animal owners who bring their skills to the home. They also arrange coffee mornings and events in the garden to which friends and neighbours are invited to engender a community spirit within the area.

As a not-for-profit charity, Elizabeth House is reliant on the generosity and kindness of outside trusts and fund raisers to be able to maintain standards within the home and the trustees are very aware of the debt of gratitude owed to these generous benefactors.

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## Report of the trustees (continued)

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing Document**

The Charitable Company is governed by its Memorandum and Articles of Association.

The charity was incorporated on 22 December 2014 and was registered as a charity on 12 March 2015.

#### **Recruitment and appointment of trustees**

New Trustees are recruited at the invitation of the current trustees and are appointed as Trustees when such appointment has been approved by existing Trustees. No limit is placed upon the period of trusteeship once a trustee has been appointed. The charity is actively seeking to recruit new trustees.

#### **Induction and training of new trustees**

Newly appointed trustees are provided with a thorough introduction to the workings of the charity and are provided with all necessary information which will enable them to properly fulfill their role as trustees.

#### **Management structure**

The activities of the charity are steered by the board of trustees and executed and administered by the senior management team. Regular meetings take place between the key management personnel and the Trustee board which are officially minuted and recorded confidentially on file.

Arrangements for setting pay for key management personnel are made by the Trustee board and where necessary with the professional support and recommendation of HR consultants. Annual benchmarking is used to help determine decisions being made in relation to all staff remuneration.

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Report of the trustees (continued)

**REFERENCE AND ADMINISTRATIVE INFORMATION**

**Registered name:**

'Shirley Old People's Welfare Committee Limited' is the name under which the charity is registered, although it is known locally as 'Elizabeth House'.

**Registered Company number**

09364967

**Registered Charity number**

1160863

**Trustees/Directors:**

G R Ward

F E Ward

C D McNidder

M A Moss

SM Dyer (appointed 11 January 2022)

PR Dyer (appointed 11 January 2022)

**Senior management:**

Joanne Clarke – Care Home Manage

Natasha Grinnell – Deputy Care Home Manager

**Registered Office:**

Elizabeth House

77 Elizabeth Grove

West Midlands

B90 3BX

**Independent Examiner:**

Karen Hanlan Independent

Examiner Limited

1 Saracen Close

Ettington

CV37 7SZ

**Bankers:**

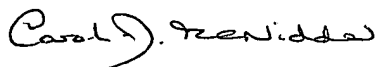
Lloyds Bank Plc

PO Box 1000

Andover

BX1 1 LT

Approved by the Board and signed on its behalf by:



Carol McNidder  
Treasurer

Date: 25/10/2023



**Shirley Old People's Welfare Committee Limited**  
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**Statement of Trustees' responsibilities**

The Trustees are required to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company and of the surplus or deficit incurred by the charitable company for that year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue to exist.

The Trustees have overall responsibility for ensuring that the charitable company has an appropriate system of controls, financial and otherwise.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy, at any time, the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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**Independent Examiner's Report to the Trustees of Shirley Old People's Welfare Committee ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023 which are set out on pages 11 to 24.

**Responsibilities and basis of report**

As the charity trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiner's statement**

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

- 1) accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- 2) the accounts do not accord with those records; or
- 3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

I have no concerns and have come across no 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.



Karen Hanlan,  
Member of Institute of Chartered Accountants England & Wales  
Karen Hanlan Independent Examiner Ltd  
1 Saracen Close  
Ettington  
CV37 7SZ

Date: 25/10/2023

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**Statement of Financial Activities (including an income & expenditure account)**

		Un- restricted funds	Restricted funds	Total funds	Total funds
Income from:	Note	2023	2023	2023	2022
		£	£	£	£
Donations and legacies	1	312	8,640	8,952	97,254
Charitable activities	2	832,325	-	832,325	684,120
Investments	3	164	-	164	13
Other income – insurance claim		22,000	-	22,000	-
<b>Total income</b>		<b>854,801</b>	<b>8,640</b>	<b>863,441</b>	<b>781,387</b>
<b>Expenditure on:</b>					
Raising funds	4	19,913	-	19,913	17,679
Charitable activities	4	846,838	1,890	848,728	732,174
<b>Total expenditure</b>		<b>866,751</b>	<b>1,890</b>	<b>868,641</b>	<b>749,853</b>
<b>Net(expenditure)/ income and net movement in funds</b>		<b>(11,950)</b>	<b>6,750</b>	<b>(5,200)</b>	<b>31,534</b>
<b>Transfer of funds</b>		<b>15,486</b>	<b>(15,486)</b>	<b>-</b>	<b>-</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward	9	371,787	10,486	382,273	350,739
<b>Total funds carried forward</b>	<b>9</b>	<b>375,323</b>	<b>1,750</b>	<b>377,073</b>	<b>382,273</b>

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

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<b>Balance sheet</b>	<b>Note</b>	<b>2023</b> <b>£</b>	<b>2022</b> <b>£</b>
<b>Fixed Assets</b>			
Tangible assets	6	255,211	198,545
<b>Current Assets</b>			
Debtors	7	25,404	31,556
Cash at bank and in hand		125,533	210,022
		<b>150,937</b>	<b>241,578</b>
<b>Current Liabilities</b>			
Creditors: amounts falling due within one year	8	(29,075)	(57,850)
<b>Net current assets</b>		<b>121,862</b>	<b>183,728</b>
<b>Total assets less current liabilities</b>		<b>377,073</b>	<b>382,273</b>
<b>Net assets</b>		<b>377,073</b>	<b>382,273</b>
<b>Funds of the Charity:</b>			
Restricted Funds	9	1,750	10,486
Unrestricted funds	9	375,323	371,787
<b>Total charity funds</b>		<b>377,073</b>	<b>382,273</b>

Registered Company number: 09364967

The accompanying accounting policies and notes form part of these financial statements.

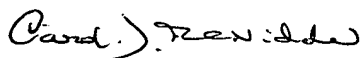
For the year ended 31 March 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Responsibilities of directors/trustees:

(a) The members have not required the charitable company to obtain an audit of its financial statements for the year in question in accordance with section 476 of the Companies Act 2006 - however, in accordance with section 145 of the Charities Act 2011 the financial statements have been examined by an independent examiner whose report appears on page 10.

(b) The directors/trustees acknowledge their responsibility for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

Approved by the Trustees and signed on their behalf by:



Carol Mc Nidder, Treasurer

Date: 25/10/2023

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**Statement of Cash Flows**

	2023	2022
	£	£
<b>Cash flows from operating activities:</b>		
Cash (absorbed)/generated from operations	<u>(4,695)</u>	59,653
Net cash (absorbed)/provided by operating activities	<u>(4,695)</u>	59,653
<b>Cash flows from investing activities:</b>		
Purchase of tangible fixed assets	(79,958)	(75,242)
Interest received	<u>164</u>	<u>13</u>
Net cash used by investing activities	<u>(79,794)</u>	(75,229)
<b>Change in cash and cash equivalents in the year</b>	<b>(84,489)</b>	<b>(15,576)</b>
Cash and cash equivalents at beginning of the year	<u>210,022</u>	<u>225,598</u>
<b>Cash and cash equivalents at end of the year</b>	<b><u>125,533</u></b>	<b><u>210,022</u></b>

**Reconciliation of net income to net cash flow from operating activities**

	2023	2022
	£	£
<b>Net (expenditure)/income for the year (as per the Statement of Financial Activities)</b>	<b>(5,200)</b>	<b>31,534</b>
<b>Adjustments for:</b>		
Depreciation charges	21,485	18,646
Loss on disposal of fixed assets	1,807	2,486
Interest received	(164)	(13)
Decrease/(Increase) in debtors	6,152	9,230
Decrease in creditors	(28,775)	(2,230)
<b>Net cash (used)/ provided by operating activities</b>	<b><u>(4,695)</u></b>	<b><u>59,653</u></b>

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## **Principal accounting policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

### **Status of the company**

The charitable company is limited by guarantee and does not have share capital. The liability of members is limited to £1 per member. Any surplus on winding up is to be donated to a charity whose objects are of a similar nature.

### **Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (updated 1 January 2019) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Shirley Old People's Welfare Committee Limited meets the definition of a public benefit 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).

### **Going concern**

The financial statements have been prepared on a going concern basis which assumes that the Charitable Company will continue to operate. The validity of this assumption is dependent upon occupancy levels remaining high and on donations and grants towards specific projects. The Charitable Company's current budget shows that it will be able to operate in the foreseeable future. Based on this understanding, the directors believe that it remains appropriate to prepare the financial statements on a going concern basis. The financial statements do not include any adjustments, which would result from the basis of preparation being inappropriate.

### **Funds**

General accumulated funds are unrestricted funds available for general purposes and include funds designated for a particular purpose; the use of such funds remains at the discretion of the trustees.

Restricted funds are funds subject to conditions imposed by the donor or by specific terms of the appeal under which the funds are raised. The restrictive conditions are binding upon the Charitable Company. Funds raised for the purchase of capital items are transferred to unrestricted funds once the items have been purchased, provided the donor has not placed further restrictions over the use of the assets concerned.

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## Principal accounting policies (continued)

### Income recognition policies

Items of income are recognised and included in the accounts when all of the following criteria are met:

- The charity has entitlement to the funds;
- any performance conditions attached to the item(s) of income have been met or are fully within the control of the charity;
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

For legacies, entitlement is taken as the earlier of:

- the date on which the charity is aware that probate has been granted;
- the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made; or
- when a distribution is received from the estate.

Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of provision of a specified service is deferred until the criteria for income recognition are met.

### Donated services and facilities

Donated services or facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. On receipt, donated services and facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

No amounts are included in the statement of financial activities for services donated by volunteers.

### Interest and investment income receivable

Interest on funds held on deposit are included when receivable and the amount can be measured reliably by the Charity, this is normally upon notification by the bank.

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## Principal accounting policies (continued)

### Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise fees paid to professional fundraisers along with staff costs associated with making funding applications.
- Expenditure on charitable activities includes the costs of running the care home and its activities undertaken to further the purposes of the charity and their associated support and governance costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

### Tangible fixed assets

Depreciation is provided on all assets except for land at a rate calculated to write off the cost of the assets as follows:

Freehold Property	-	2.5% reducing balance
Fixtures, fittings and equipment	-	10% reducing balance

Fixed assets are capitalised when their costs exceeds £500.

### Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

### Cash at bank and in hand

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

### Creditors and provisions

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

### Taxation

As a registered charity no provision is considered necessary for taxation.

### Pensions

The charitable company operates a defined contribution pension scheme and new employees are able to join the scheme operated by Nest. The assets of the schemes are held separately from those of the charitable company in independently administered funds. The pensions cost charge represents contributions payable by the charitable company.



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## Notes to the financial statements

### 1. Donations and legacies

	2023	2022
	£	£
Unrestricted donations:		
Donations	312	10,408
Furlough grant receipts	-	614
	<u>312</u>	<u>11,022</u>
Restricted donations and grants:		
Grants from Charitable Foundations	5,000	35,000
Infection Control Fund Grants from SMBC	-	12,305
Rapid Testing Fund grants from SMBC	140	27,589
Workforce Recruitment & Retention grant from SMBC	3,500	11,338
	<u>8,640</u>	<u>86,232</u>
<b>Total donations &amp; legacies</b>	<u><b>8,952</b></u>	<u><b>97,254</b></u>

### 2. Charitable activities

	2023	2022
	£	£
Residents fees	<u><b>832,325</b></u>	<u><b>684,120</b></u>

### 3. Investments

	2023	2022
	£	£
Bank interest	<u><b>164</b></u>	<u><b>13</b></u>

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## Notes to the financial statements (continued)

### 4. Expenditure

	Unrestricted funds £	Restricted funds £	2023 Total £
<b><i>Raising funds:</i></b>			
Professional fees	1,550	-	1,550
Staff costs	18,363	-	18,363
	<u>19,913</u>	<u>-</u>	<u>19,913</u>
<b><i>Charitable activities:</i></b>			
Staff costs	593,652	-	593,652
Staff Gift Vouchers	1,550	1,750	3,300
Agency staff	38,294	-	38,294
Premises costs	60,494	-	60,494
Repairs & Maintenance	25,295	-	25,295
Cleaning/laundry	33,128	-	33,128
Provisions	31,352	-	31,352
Landscaping & Gardening	2,593	-	2,593
Staff training & uniforms	4,043	-	4,043
Staff travel	845	140	985
DBS/Registration fees	515	-	515
Depreciation	21,485	-	21,485
Office costs	22,613	-	22,613
<b><i>Governance costs:</i></b>			
Legal and professional fees	8,729	-	8,729
Independent Examiner's fee (including £250 for accounting services)	2,250	-	2,250
	<u>846,838</u>	<u>1,890</u>	<u>848,728</u>

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**Notes to the financial statements (continued)**

	Unrestricted funds £	Restricted funds £	2022 Total £
<b><i>Raising funds:</i></b>			
Professional fees	1,225	-	1,225
Staff costs	16,454	-	16,454
	<u>17,679</u>	<u>-</u>	<u>17,679</u>
<b><i>Charitable activities:</i></b>			
Staff costs	523,513	8,500	532,013
Staff Gift Vouchers	-	1,550	1,550
Agency staff	19,163	6,469	25,632
Premises costs	40,013	-	40,013
Repairs & Maintenance	10,375	-	10,375
Cleaning/laundry	29,074	2,984	32,058
Provisions	24,126	-	24,126
Landscaping & Gardening	1,837	-	1,837
Staff training & uniforms	2,197	193	2,390
Staff travel	4,910	6,654	11,564
DBS/Registration fees	2,893	-	2,893
Depreciation	18,646	-	18,646
Office costs	22,108	-	22,108
<b><i>Governance costs:</i></b>			
Legal and professional fees	4,894	-	4,894
Independent Examiner's fee (including £250 for accounting services)	2,075	-	2,075
	<u>705,824</u>	<u>26,350</u>	<u>732,174</u>

**5. Analysis of staff costs and trustee expenses**

	2023 £	2022 £
Wages and salaries	573,528	520,057
National Insurance	30,394	21,850
Pension costs	8,093	6,560
	<u>612,015</u>	<u>548,467</u>

No employee received remuneration in excess of £60,000 per annum.

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## Notes to the financial statements (continued)

The key management personnel of the charity comprise the trustees, the manager & deputy manager, Trustees receive no remuneration or other benefits from the charity. The remuneration of key management personnel for the year, including pension contributions, was £64,042 (2022: £57,373). No Trustee received any remuneration or reimbursed expenses in relation to their role as Trustee to the organisation.

The average number of persons employed by the charitable company during the year was 35 (2022: 40)

### 6. Tangible fixed assets

	Freehold property £	Furniture, fittings & equipment £	Total £
<b>Cost</b>			
At beginning of year	43,671	235,199	281,870
Additions	62,895	17,063	79,958
Disposals	-	(3,453)	(3,453)
At end of year	106,566	248,809	355,375
<b>Depreciation</b>			
At beginning of year	3,717	76,608	80,325
Disposals	-	(1,646)	(1,646)
Charge for the year	2,571	18,914	21,485
At end of year	6,288	93,876	100,164
<b>Net Book Value</b>			
<b>At 31 March 2023</b>	<b>100,278</b>	<b>154,933</b>	<b>255,211</b>
At 31 March 2022	39,954	158,591	198,545

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## Notes to the financial statements (continued)

### 7. Debtors

	2023	2022
	£	£
Trade debtors	22,146	29,618
Other debtors and prepayments	3,258	1,938
	<u>25,404</u>	<u>31,556</u>

### 8. Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade creditors	8,613	6,173
Deferred income – advance fees	566	26,879
Social security and other taxes	8,740	12,189
Accruals	11,156	12,609
	<u>29,075</u>	<u>57,850</u>

### 9. Movement in funds

	Balance At beginning of year	Income	Expenditure	Transfers	Balance At end of year
2023	£	£	£	£	£
<b>Restricted funds:</b>					
Baron Davenport Trust – Dining room	10,486	-	-	(10,486)	-
Baron Davenport Trust – Arm chairs	-	5,000	-	(5,000)	-
Grants from SMBC Rapid Testing Fund	-	140	(140)	-	-
Grants from SMBC Recruitment & Retention Fund	-	3,500	(1,750)	-	1,750
Total restricted funds	10,486	8,640	(1,890)	(15,486)	1,750
<b>Unrestricted funds:</b>					
General funds	371,787	854,801	(866,751)	15,486	375,323
<b>Total funds</b>	<u>382,273</u>	<u>863,441</u>	<u>(868,641)</u>	<u>-</u>	<u>377,073</u>

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## Notes to the financial statements (continued)

Funding was raised for an extension to the dining room which commenced in May 2021, works on this completed in the 2022-23 financial year.

Transfers relate to assets purchased from restricted funding, which have been capitalized in accordance with standard accounting policy.

### Movement in funds

	Balance At beginning of year	Income	Expenditure	Transfers	Balance At end of year
2022	£	£	£	£	£
<b>Restricted funds:</b>					
Grants towards new kitchen	19,250	-	-	(19,250)	-
<i>Grants towards dining room extension:</i>					
-Baron Davenport Trust	-	15,000	-	(4,514)	<b>10,486</b>
-Solihull Metropolitan BC	-	20,000	-	(20,000)	-
Grant from SMBC Infection Control Fund	-	12,305	(12,305)	-	-
Grants from SMBC Rapid Testing Fund	-	27,589	(2,984)	(24,605)	-
Grants from SMBC Recruitment & Retention Fund	-	11,338	(11,061)	(277)	-
<b>Total restricted funds</b>	<b>19,250</b>	<b>86,232</b>	<b>(26,350)</b>	<b>(68,646)</b>	<b>10,486</b>
<b>Unrestricted funds:</b>					
General funds	331,489	695,155	(723,503)	<b>68,646</b>	<b>371,787</b>
<b>Total funds</b>	<b>350,739</b>	<b>781,387</b>	<b>(749,853)</b>	<b>-</b>	<b>382,273</b>

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## Notes to the financial statements (continued)

### 10. Analysis of net assets between funds

	Restricted funds	Un- restricted funds	2023 Total
	£	£	£
Fixed assets	-	255,211	255,211
Current assets	1,750	149,187	150,937
Current liabilities	-	(29,075)	(29,075)
Total funds	1,750	375,323	377,073

	Restricted funds	Un-restricted funds	2022 Total
	£	£	£
Fixed assets	-	198,545	198,545
Current assets	10,486	231,092	241,578
Current liabilities	-	(57,850)	(57,850)
Total funds	10,486	371,787	382,273

### 11. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows :

	2023	2022
	£	£
Expiring:		
Within one year	-	-
Between two and five years	57,254	-
In more than five years	-	69,523

### 12. Controlling Interests

The charity is controlled by the trustees.

### 13. Related Party Transactions

There were no transactions with related parties during the year (2022: None).

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**Notes to the financial statements (continued)**

**14. Comparative Statement of Financial Activities for 2022**

	Un- restricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
<b>Income from:</b>			
Donations and legacies	11,022	86,232	97,254
Charitable activities	684,120	-	684,120
Investments	13	-	13
<b>Total income</b>	<b>695,155</b>	<b>86,232</b>	<b>781,387</b>
<b>Expenditure on:</b>			
Raising funds	17,679	-	17,679
Charitable activities	705,824	26,350	732,174
<b>Total expenditure</b>	<b>723,503</b>	<b>26,350</b>	<b>749,853</b>
<b>Net(expenditure)/ income and net movement in funds</b>	<b>(28,348)</b>	<b>59,882</b>	<b>31,534</b>
<b>Transfer of funds</b>	<b>68,646</b>	<b>(68,646)</b>	<b>-</b>
<b>Reconciliation of funds:</b>			
Total funds brought forward	331,489	19,250	350,739
<b>Total funds carried forward</b>	<b>371,787</b>	<b>10,486</b>	<b>382,273</b>