

Alcester Day Care

AGM June 2023

**Chairman's report**

**1<sup>st</sup> April 2022 31<sup>st</sup> March 2023**

Day Care goes from strength to strength.

From the comments I receive from those with dementia attending day care, from their carers, from their families, from the volunteer drivers, from the community around us, Alcester Day Care is respected as being one of, if not, the leading dementia day care centres in Warwickshire.

We aim for high standards of care for our clients.

But this would not be achieved without a great team effort.

And to have high standards of care, we have to have really good staff. Lesley, Mike, Lynn and Martyn each bringing their own personality; each caring and dedicated; each trying to improve the quality of life for our clients.

I want to say a great thank you to these 4 people and how hard they work to make this a success. I cannot thank you enough.

Last year we took on a cook, Paula, who has fitted in well and relieves the trustees of the additional burden in the kitchen. She provides good meals and operates in the kitchen smoothly. Our thanks go to her too.

We have a dedicated team of volunteers. And this year a few new volunteers have been welcomed into the fold. The volunteers put into day care a great deal of love, care and commitment without any monetary rewards. I hope the acknowledgements you get from our clients, carers and families more than compensate for your efforts.

We really do need your help. And, with day care getting busier and some clients requiring more help, the more volunteers we have the better - so spread the word!

Some of our volunteers have been unable to attend day care for various personal reasons but we will wait patiently until the time is right for them to return and, until then, wish them and theirs, all our best.

As always, when I mention volunteers, Margaret Kerr's name pops into my head. She looks after all our volunteers: organizing the volunteer rota, ensuring everyone is happy, doing the paperwork and lots more. It has been a busy year for Margaret and my thanks must go to her, once again, for the outstanding work she does for us!

Our new treasurer, Linda Cooper, has organised the accounts, banked the cheques, balanced the books and made sure everything was well. She also volunteers at day care and I know that day care is dear to her heart (although I am not sure that banking is!) Thank you Linda.

Our accounts are agreed by the committee and verified by an independent examiner in Dean Accountancy Services Ltd. We have adhered to company and charity requirements and my thanks go to Jenna and colleagues at Dean Accountancy for all the accountancy work they do for us, and as always, free of charge

Margery Pickering, responsible for the day to day running of day care, has once again made sure that everything we need is at hand. A lot of this work is done in the back ground. She works exceptionally hard and she also takes on "trustee on duty" role on a Thursday which is quite a commitment. Thank you so much for all your support!

June Mc Farlane has taken on minute secretary and has attended trustee meeting besides volunteering on a regular basis. Thank you June.

The Baptist Church has been very supportive and my thanks go to Alison and everyone at the Church who make our life so much easier by their support.

Our local community continues to support us.

One of our first supporters was the Inner Wheel and I was saddened when they decided to fold. But, always thinking about us, we received their final donation. Alcester and Bidford Rotary continue to support us. We have had large donations from businesses such as Waitrose, Great Alne Park and Asguard. We have had several donations from funerals in lieu of flowers or in memory of someone. Friends getting together have donated money, a lady knitting dolls clothes has donated payments to us.

The community really does back us.

The donations aren't just monetary. The "community fridge" looks after us when there is something they think we could use.

How fantastic is the level of support we receive!

We continue to talk about dementia and promote awareness.

Our carers and clients are amazing people. Our clients have a rich history to tell us about their lives and they laugh and joke where they can. Some play music to us, some sing – what qualities and skills they have.

Our carers do so much for their loved ones – all in a days work. They should be recognised for all they do.

As you know, we have been trying to get a dementia centre at the Greig Hall since 2014 but Alcester Town Council voted against us at the final hurdle and we are now seeking an alternative venue.

I cannot say how bitterly disappointed we all were, and we need to expand our services because the demand for places is so high. I know it was a bitter pill to swallow but the trustees together with Alan Rogers, Lorraine and Cliff Armstrong are still working hard on this project. My thanks to this project team.

This year has been about continuity, ensuring our documentation is updated, reviewing our procedures, taking on new clients and volunteers (as appropriate). Improving our administration standards has been very time consuming and still more needs to be done. It certainly has been a busy year so far.

Going forward, for year ending 2024 we intend to continue to

- Adhere to company and charity requirements
- Build upon last years administration work
- Take on / encourage volunteers
- Keep standards of care high
- Take on new clients when vacancies occur
- To organise training as required

And,

- To progress the dementia centre so we can provide more days availability, better drop off parking, less pre- and post- day care work moving furniture / equipment etc.

And so, I close, once again hoping that I have thanked everyone, explained our work this year and our aims for the future.

I look forward to working with everyone during the next 12 months.

Thank you.

Carole Zambonini  
Chairman  
Alcester Day Care

**Alcester Day Care Limited**

**Report and Financial Statements  
For the year ending 31st March 2023**

**Company No: 09515886 (England and Wales)**

Alcester Day Care Limited

Directors Report

The directors present their report and the financial statements for the year ending 31st March 2023

Legal and Administrative Information

Name

Alcester Day Care Limited

Status

The Organisation is a charitable company limited by guarantee, incorporated on 28th March 2016.

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

Directors

M. Kerr  
C. Davies                      resigned 18th November 2022  
M. Pickering  
M.C. Zambonini

Registered Office

3 Seggs Lane  
Alcester  
Warwickshire  
B49 5HJ

Company Registration Number                      09515886

Report:

The company, now in its fourth year, continues to provide assistance to carers who are responsible for the welfare of dementia sufferers.

Alcester Day Care Limited

Statements of Financial Activities  
(including Income and Expenditure Account)  
for the year ending 31st March 2023

	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Incoming resources				
Incoming resources from generated funds:				
Voluntary income	1,100	-	1,100	4,560
Donations	9,962	-	9,962	5,948
Client Fees	29,033	-	29,033	9,614
Activities for generating funds:				
Fund Raising Events	-	-	-	-
Interest	11	-	11	18
Total incoming resources	40,106	-	40,106	20,140
Resources Expended				
Cost of generating funds:				
Fundraising costs	-	-	-	-
Governance costs	(34,252)	-	(34,252)	(14,591)
Total resources expended	(34,252)	-	(34,252)	(14,591)
Net incoming resources for the period and carried forward	5,854	-	5,854	5,549

Alcester Day Care Limited

Balance Sheet  
as at 31st March 2023

	Notes	2023 £	2022 £
Fixed Assets			
Tangible fixed assets	4	1,236	1,545
		<u>1,236</u>	<u>1,545</u>
Current Assets			
Cash at bank and in hand		79,125	72,712
Prepayments	5	-	250
Current Liabilities			
Accruals	6	(720)	(720)
Net assets		<u>79,641</u>	<u>73,787</u>
Income funds			
Unrestricted general fund		51,818	45,964
Poverty Fund		2,983	2,983
Restricted fund		24,840	24,840
Total funds		<u>79,641</u>	<u>73,787</u>

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

Directors' responsibilities

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the Board for issue on

22/6/23.

M. C. Boulton



Alcester Day Care Limited

Notes to financial statements  
for the year ending 31st March 2023

1 Accounting Policies

1.1 Basis of preparation of financial statements

The financial statements are prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), and the Companies Act 2006, and follow the recommendations in "Accounting and Reporting by Charities: Statement of Recommended Practice" issued in March 2005.

1.2 Incoming Resources

Voluntary income received by way of donations, is included in full in the statement of financial activities in the year in which it is receivable. The value of services provided by volunteers is not included.

1.3 Restricted Funds

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets this criteria is charged to the fund, together with a fair allocation of management and support costs.

1.4 Unrestricted Funds

Unrestricted funds are donation and other incoming resources receivable or generated for the objects of the charity without further specified purposes and are available as general funds.

1.5 Resources Expended

Resources have been recognised on the accruals basis so that the resources expended are shown in the period for which they relate.

2 Emoluments of Employees

None of the directors have been remunerated for their services however three employees were employed in the year to assist in the day to day service provided.

3 Taxation

The charitable company should be exempt from corporation tax on its charitable activities.

Alcester Day Care Limited

Notes to financial statements  
for the year ending 31st March 2023

4 Tangible Fixed Assets

	Fixtures & Fittings	Total
Cost		
Balance Brought Forward	4,796	4,796
Additions	-	-
At 31st March 2023	<u>4,796</u>	<u>4,796</u>
Accumulated depreciation		
Balance Brought Forward	3,251	3,251
Charge for year	309	309
At 31st March 2023	<u>3,560</u>	<u>3,560</u>
Net book value		
At 31st March 2023	<u>1,236</u>	<u>1,236</u>
At 31st March 2022	<u>1,545</u>	<u>1,545</u>

5 Prepayments

	2023 £	2022 £
Rent	-	250
	<u>-</u>	<u>250</u>

6 Accruals

	2023 £	2022 £
Accountancy	720	720
PAYE	-	-
	<u>720</u>	<u>720</u>

Alcester Day Care Limited

Examiners Report to the Board of Directors on the Unaudited Financial Statements  
Year Ending 31st March 2023

**Respective responsibilities of directors and examiner**

The directors are responsible for the preparation of the accounts. The directors consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

**Basis of independent examiners statement**

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the directors concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



J Pflug

Date 09.07.23

Dean Accountancy Services Ltd  
15 High Street, Lydney, Glos GL15 5DP  
Tel: 01594 843867  
[www.deanaccountancyservices.co.uk](http://www.deanaccountancyservices.co.uk)

Alcester Day Care Limited

Detailed Income and Expenditure  
for the year ending 31st March 2023

	2023		2022	
	£	£	£	£
Income				
Donations	9,962		5,948	
Fees	29,033		9,614	
Grant	1,100		4,560	
Other Income	<u>11</u>		<u>18</u>	
		40,106		20,140
Expenditure				
Salaries	21,458		8,417	
Pension	-		-	
Rent	5,220		2,060	
Repairs & Maintenance	283		-	
Food & Consumables	2,680		1,508	
Gifts	96		112	
Carer Social	826		-	
Meeting Costs	147		-	
Telephone	-		20	
Post & Stationary	227		11	
Cleaning & Hygiene	231		121	
Subscription			79	
Insurance	922		824	
Training	174		48	
Accountancy	-		240	
Filing Fee	13		13	
Professional fees	1,281		594	
Activity Costs	385		157	
Depreciation	<u>309</u>		<u>387</u>	
		(34,252)		(14,591)
Surplus for the Year		<u>5,854</u>		<u>5,549</u>

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