

**THE SOMERSET CENTRE,
BRIGHTON**

Charity Number: 1170520

**ACCOUNTS FOR THE YEAR ENDED
31 MARCH 2021**



THE SOMERSET CENTRE, BRIGHTON

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THE SOMERSET CENTRE, BRIGHTON

REFERENCE AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2021

CHARITY NUMBER: 1170520

CHARITY ADDRESS: 62 St James's Street,
Brighton, East Sussex.
BN2 1PR.

TRUSTEES Mr John Barry
Mr Allen Bicks
Ms Val Brown (Resigned through ill-health 31.10.2020)
Mrs Cigdem Ford
Mr Martin Flanagan (Appointed 07.12.2020)
Ms Frances Horsley
Mr David Miller
Dr Jane Traies

CHAIR: Mr John Barry

TREASURER: Mr David Miller (Treasurer to January 2021)
Mr Martin Flanagan (Treasurer from January 2021)

SECRETARY: Mr Allen Bicks

MANAGER: Ms Judith Eighteen

B&HCC HEALTH & ADULT SOCIAL CARE REPRESENTATIVE:

Ms Judith Cooper, Commissioning and Contracts Manager,
Health & Adult Social Care

PRINCIPAL BANKERS: Co-Operative Bank,
Delf House. Southway,
Skelmersdale,
Lancashire, WN8 6WT.

ACCOUNTANTS: Community 360
Winsley's House
High Street
Colchester
CO1 1UG

THE SOMERSET CENTRE, BRIGHTON

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

The Trustees of The Somerset Centre, Brighton present their Report and Examined Financial Statement of Accounts for the 12 months to 31 March 2021. The Trustees consider the accounts comply with the current statutory requirements, its governing constitution and Charity Commission Statement of recommended practice.

The year under review was dominated by the Coronavirus pandemic. The nationwide lockdowns ordered by the government resulted in two prolonged closure periods for the Centre, totalling over eight months, and further short but intermittent disruptions occurred when we resumed a limited service. When it was possible to re-open, the Centre followed restrictive rules designed to achieve a safe environment for our members and staff, with proper observance of social distancing, and controlled numbers and spaces to ensure safe operations for members and staff.

Structure, Governance and Management

The Somerset Centre, Brighton was registered with the Charity Commission as a Charitable Incorporated Organisation (a CIO) on 2 December 2016. In the transition period up to October 2017 the trustees adopted a new Constitution for the CIO, and passed a resolution to accept the transfer of the assets and undertakings of the unincorporated charity known as the Somerset Day Centre to enable the CIO to carry on the work of the Day Centre. The Somerset Centre, Brighton then took over the operation of the Day Centre from the unincorporated charity on 1 October 2017. It is anticipated that the former charity known as the Somerset Day Centre will finally be wound up during 2021/22, but a number of residual matters with the Charity Commission remain outstanding.

The Somerset Centre, Brighton, situated in the heart of Brighton's Kemptown, aims to provide a maximum of 23 places each day for local older people (dependent on need). We serve mainly East Brighton and Queens Park, which are areas ranked within the top ten per cent most deprived areas in Britain (Source: English Index of Deprivation, 2019). People with transport can attend from further away. Normally the Day Centre provides an average of 82 places and lunches per week, but the pandemic reduced attendances significantly: necessary social distancing resulted in operating two sessions per day, a maximum of 12-14 places daily, and up to about 55 places per week.

Governing Document

We operate under a new **Constitution** which was adopted in 2017 and sets out how the charity is run.

How the Charity is constituted

We are a Charitable Incorporated Organisation.

Trustees

The Trustees who served during the 12 months under review are listed above. Currently we have 7 trustees (one retired through ill-health during the year, and one new appointment was made). They, together with the Manager of the Day Centre, form the Management Committee. Our procedure for appointing trustees is reviewed regularly and it follows Charity Commission guidelines. New trustees are appointed by the existing ones, are confirmed at the AGM, and serve until the following AGM. The officers (Chair, Vice Chair, Treasurer and Secretary) are elected at each AGM. All Trustees give their time voluntarily and receive no remuneration or benefits for their duties as trustees (other than for minor expenses such as stationery and postage costs, etc). A recruitment programme for new trustees began, but was interrupted by the lockdown periods this year.

THE SOMERSET CENTRE, BRIGHTON

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

Objectives and Activities

Objects of the charity as set out in the governing document

To relieve the aged, sick or disabled residents of Brighton and to assist in providing in the interest of social welfare and with the object of improving their condition of life a Day Centre with facilities for maintaining and improving the health of such persons and facilities for their recreation or leisure time occupations.

Public benefit statement about activities to meet our objects

1. Our work produces these identifiable benefits:

- a. Reduces anxiety and isolation and provides companionship.
- b. Improves health and well-being and widens members' knowledge of other services, reduces visits to GPs and other health services.
- c. Provides personal care.
- d. Encourages mobility, activity and participation.
- e. Stimulates independence, ambition and encourages choice.
- f. Supports friendship and promotes community engagement outside the day centre.
- g. Promotes education and learning.
- h. Promotes equality and diversity.
- i. Promotes prevention and early intervention.
- j. Supports members by remaining flexible and listening to needs.
- k. Maintains value for money.

2. Benefit to the Public or a section of the Public:

The Day Centre provides supportive social and recreational day care facilities and transport for a maximum of 23 people per day, for 4 days each week. We support isolated older people of varying abilities (many using mobility aids), with the objective of improving their health and wellbeing. Days at the Centre are intended to be enjoyable and stimulating, providing an extensive range of activities and support in a safe and accessible space where they can meet, share meals, receive personal care including hairdressing, are offered advice and pursue recreational activities among friends.

Main Activities and Achievements of the Charity during the year:

1. During the closed periods when it was not possible to provide in-house support to our members, our staff voluntarily made daily phone calls to check on their wellbeing, plus socially-distanced visits in our minibus including errands for shopping and medical supplies when needed, plus a regular newsletter and birthday treats. In addition staff voluntarily undertook a thorough clean and refurbishment of the Centre and its facilities, with enhanced risk assessments. When we re-opened on a limited basis, staff could offer a Covid-safe service with social distancing, plus safe routines and activities. The long isolation affected the mental health of some members, so activities on re-opening were adapted to their needs – enhanced support, and quiet activities with minimal physical contacts to reduce Covid transmission risks.

2. For the last 8 years our Outreach programme has provided significant support for older members of the local LGBT+ community through the very popular Older and Out meetings but these had to be temporarily suspended during the pandemic.

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TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

3. Similarly, work with our Volunteers has been suspended but we hope to welcome them back soon.

4. Committee work: Although the pandemic regulations restricted our Management Committee to only one formal meeting this year, Committee members have been very active: informal meetings and discussions have taken place every week; staff members were transferred into the Coronavirus Job Retention Scheme (Furlough); staff vaccinations and the supply of PCR tests were arranged with the health authority; a vaccination policy for the Day Centre was created, leading to a programmed review of all our policies; major fundraising work was undertaken to replace revenue lost through closures; a new treasurer was appointed; payroll responsibilities were transferred to a new business; new external accountants were recruited for the annual inspection of our Accounts; a review of our internal financial controls was initiated; we liaised with our local authority for the re-start of our operations; and the Committee worked throughout the year with the Manager to co-ordinate plans for the safe return to normal service.

Investment Powers

All monies received to be applied for furthering all or any of the charitable objects of the organisation.

Financial Review

The Centre's day fee attendance income was a little over £35k compared to £104k in 2019/20 due to extended periods of closure in a financial year which started and ended with Covid 19 nationwide lockdowns. When the Centre was able to open mid-September through to Christmas, it was only possible with a reduced capacity due to social distancing requirements.

Grants from Government furlough and business support schemes totalling £76k helped to bridge the income deficit. Some much needed financial support also came from grants and donations from The National Lottery, Dodgson Foundation and many other smaller donors.

Total costs of £120k were £44k less than previous year. Staff cost were in line with the previous year representing 82% of total expenditure (60% 2019-20). The Centre was able to retain all employees and pay full salaries due to the generous furlough scheme paying 57% of all employment related costs.

The excess of income over expenditure left a surplus of £17k which is a fine achievement when you consider the Centre was forced to close the doors for 8 months. This surplus ensures the Centre continues to meet its financial objectives and is financially sound with £46k of unrestricted reserves remaining.

Risk Management

During the year the Trustees continued to oversee issues of risk and financial management. We began a programme to review of all our policies and to ensure they are available for inspection and reference. The Trustees examined the principal areas of the charity's operations and considered the major risks faced in each area.

Reserves:

The level of general reserves is regularly monitored by the Trustees and will be reviewed in the light of the impact of Covid on our finances. A major element of our costs continues to be for the provision of our minibus, which is essential for our operation and was last replaced in April 2014. We maintain a Minibus Reserve Fund to provide for any exceptional costs that arise and for its eventual

THE SOMERSET CENTRE, BRIGHTON

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

Accounting:

In preparing the financial statements, the trustees have used appropriate accounting policies, consistently applied and supported by reasonable prudent judgements and estimates and all accounting standards which they consider to be applicable have been followed.

Accounting Records:

The trustees have responsibility for ensuring that the Charity keeps accounting records which disclose with reasonable accuracy the financial position of the Charity and which enable them to ensure that the financial statements comply with the Charities Acts.

Care should be taken to relate the general level of expenditure to the general level of income. Trustees should review annually the scale and proportion of administrative expenses and satisfy themselves that these are reasonable.

General Responsibility:

The trustees have general responsibility for taking such steps as are reasonable to safeguard the assets of the Charity and to detect irregularities.

Members of the Executive Managing Committee during the period under review were as follows:

Mr John Barry, Trustee
Mr Allen Bicks, Trustee
Ms Val Brown, Trustee (Resigned through ill-health 31.10.2020)
Ms Judith Eighteen, Manager
Mrs Cigdem Ford, Trustee
Mr Martin Flanagan, Trustee (Appointed 07.12.2020)
Ms Frances Horsley, Trustee
Mr David Miller, Trustee
Dr Jane Traies, Trustee

Signed.....

Mr John Barry

Date.....

27/9/21

Trustee and Chair of the Management Committee

THE SOMERSET CENTRE, BRIGHTON

CONTENTS FOR THE YEAR ENDED 31 MARCH 2021

I report on the accounts of The Somerset Centre, Brighton for the year ended 31 March 2021 which are set out on pages 7 to 12.

Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011 (The Act) but that an independent examination is needed.

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 Commissioners (under section 145(5)(b) of the Charities Act, and
- To state whether particular matters have come to my attention.

Basis of independent examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 considerations of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of the 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 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.

Shelley-Marie Rudling FMAAT AATQB for and on behalf of:

Community360
Winsley's House, High Street, Colchester, Essex



Date 8th October
2021

THE SOMERSET CENTRE, BRIGHTON

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted Funds 2021 £	Designated Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Prior period Total Funds 2020 £
Incoming resources						
Incoming resources from generating funds:						
Donations and legacies	2	85,951	-	-	85,951	32,850
Income from charitable activities	3	38,710	-	12,459	51,169	128,238
Other Income	12	-	-	-	-	29,719
Total incoming resources		124,661	-	12,459	137,120	190,807
Resources expended						
Costs of Charitable activities	4	109,940	-	10,000	119,940	164,434
Total resources expended		109,940	-	10,000	119,940	164,434
Net income/(expense) for the year		14,721	-	2,459	17,180	26,374
Transfer between funds		7,040	-	(7,040)	-	-
Net income/(expense) after transfers		21,761	-	(4,581)	17,180	26,374
Reconciliation of Funds						
Total Funds B/Fwd		24,447	12,239	12,905	49,591	23,217
Total Funds C/Fwd		46,208	12,239	8,324	66,771	49,591

The notes on pages 9-12 form an integral part of these financial statements.

THE SOMERSET CENTRE, BRIGHTON

BALANCE SHEET AS AT 31 MARCH 2021

	Notes	2021		2020	
		£	£	£	£
Fixed Assets					
Tangible Assets	8		5,705		7,092
Current assets					
Cash at bank and in hand		55,699		42,751	
Debtors	9	7,522		2,485	
		<u>63,221</u>		<u>45,236</u>	
Creditors: amounts falling due within one year	10	<u>2,155</u>		<u>2,736</u>	
Net current assets			61,066		42,499
Net assets			<u><u>66,771</u></u>		<u><u>49,591</u></u>
Funds					
Unrestricted funds	11		46,208		24,447
Designated funds			12,239		12,239
Restricted funds	11		8,324		12,905
			<u><u>66,771</u></u>		<u><u>49,591</u></u>

These financial statements were approved by the board of trustees and were authorised for issue.
They are signed on behalf of the board by:

Signed


Mr John Barry - Chair

Date

27/9/21

THE SOMERSET CENTRE, BRIGHTON

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

1 Accounting policies

1.1 Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement on 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements do not include a cash flow statement because the charity, as a small reporting entity, is exempt from the requirement to prepare such a statement under Financial Reporting Standard 1 "Cash flow statements".

1.2 Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income;

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable, and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impracticable to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

1.3 Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

THE SOMERSET CENTRE, BRIGHTON

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

1.4 Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subject to restrictions on their expenditure declared by the donor or through the terms of an appeal and fall into one of two sub-classes: restricted income funds or endowment funds.

1.5 Going concern

There are no material uncertainties about the charity's ability to continue.

2 Donations and Legacies

	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
Donations	3,320	-	3,320	20,391
Grants	26,908	-	26,908	12,459
Furlough	55,724	-	55,724	-
	<u>85,951</u>	<u>-</u>	<u>85,951</u>	<u>32,850</u>
Total 2020	<u>22,503</u>	<u>10,347</u>	<u>32,850</u>	

3 Income from Charitable Activities

	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
Day Centre	38,650	-	38,650	125,742
Grants	-	12,459	12,459	-
Rent	-	-	-	2,496
Other	60	-	60	-
	<u>38,710</u>	<u>12,459</u>	<u>51,169</u>	<u>128,238</u>
Total 2020	<u>128,238</u>	<u>-</u>	<u>128,238</u>	

4 Charitable Activities

	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
Activities undertaken directly	107,901	10,000	117,901	161,208
Support costs	1,670	-	1,670	2,576
Governance Costs	370	-	370	650
	<u>109,940</u>	<u>10,000</u>	<u>119,940</u>	<u>164,434</u>
Total 2020	<u>158,764</u>	<u>5,670</u>	<u>164,434</u>	

THE SOMERSET CENTRE, BRIGHTON

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

5 Employees remuneration

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021 Total £	2020 Total £
Wages and salaries	92,339	92,272
Social security costs	2,063	3,323
Employer contributions to life insurance	269	770
Employer contributions to pension plans	3,669	2,892
	<u>98,341</u>	<u>99,258</u>

6 Employees remuneration continued

The average head count of employees during the year was (2020: 5). The average number of full-time equivalent employees during the year is analysed as follows:

	2021 Total	2020 Total
Average staff members employed during the year	<u>5</u>	<u>5</u>

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

Key Management Personnel

During the year total remuneration of £30,256 (2020: £25,270) was paid to key management personnel.

7 Trustees' Remuneration and Expenses

None of the trustees received any emoluments during the year other than expenses.

8 Fixed Assets

	Furniture & Equipment £	Vehicle £	Total £
Cost as at 1st April 2020	4,326	9,505	13,831
Additions	514	-	514
Cost as at 31st March 2021	<u>4,840</u>	<u>9,505</u>	<u>14,345</u>
Depreciation as at 1st April 2020	1,912	4,827	6,739
Charge for the year	732	1,170	1,901
Depreciation as at 31st March 2021	<u>2,644</u>	<u>5,997</u>	<u>8,640</u>
Net book value as at 31st March 2021	<u>2,196</u>	<u>3,509</u>	<u>5,705</u>
Net book value as at 31st March 2020	<u>2,414</u>	<u>4,678</u>	<u>7,092</u>

THE SOMERSET CENTRE, BRIGHTON

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

9 Debtors				2021 Total £	2020 Total £
Prepayments				1,360	1,928
Debtors				6,163	557
				<u>7,522</u>	<u>2,485</u>
10 Creditors				2021 Total £	2020 Total £
Creditors				822	1,819
Accruals				1,333	917
				<u>2,155</u>	<u>2,736</u>
11 Analysis of funds	Opening £	Income £	Expenditure £	Transfers £	Closing £
Unrestricted funds	<u>24,447</u>	<u>124,661</u>	<u>(109,940)</u>	<u>7,040</u>	<u>46,208</u>
Designated funds					
Maintenance reserve	5,000	-	-	-	5,000
Pension reserve	1,239	-	-	-	1,239
Minibus reserve	6,000	-	-	-	6,000
	<u>12,239</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>12,239</u>
Restricted funds	<u>12,905</u>	<u>12,459</u>	<u>(10,000)</u>	<u>(7,040)</u>	<u>8,324</u>
	<u>49,591</u>	<u>137,120</u>	<u>(119,940)</u>	<u>-</u>	<u>66,771</u>