

FOXHALL CENTRE

England & Wales · Charity number 1171154

Details

| | |
|-------------|---|
| Other names | THE FOXHALL CENTRE, FOXHALL CENTRE LAVENDER TRUST |
| Status | Registered |
| Legal form | CIO |
| Registered | 2017-01-17 |
| Register | View on the Charity Commission register |

Contact

| | |
|---------|--|
| Address | Foxhall Centre 110 Parliament Road Ipswich IP4 5EP |
| Phone | 01473272038 |
| Email | enquiries@foxhallcentre.com |

Activities

Objects: TO RELIEVE ELDERLY PEOPLE AND THOSE WITH A DISABILITY RESIDENT IN IPSWICH AND SURROUNDING AREAS WHO ARE IN NEED, BY THE PROVISION OF A DAY CENTRE FOR SUCH PERSONS, AND ITEMS, SERVICES OR FACILITIES CALCULATED TO RELIEVE THE NEEDS OF SUCH PERSONS.TO PROMOTE AND ASSIST THE GENERAL GOOD OF ALL ELDERLY PEOPLE BY ASSISTING THE WORK OF STATUTORY AUTHORITIES AND VOLUNTARY ORGANISATIONS ENGAGED IN PROVIDING FACILITIES FOR PHYSICAL AND MENTAL RECREATION, DEVELOPING PHYSICAL IMPROVEMENT, FURTHERING HEALTH, RELIEVING POVERTY, DISTRESS OR SICKNESS.TO RELIEVE FINANCIAL HARDSHIP, SICKNESS AND POOR HEALTH AMONGST ELDERLY PEOPLE

Activities: The Foxhall Centre is a centre providing day services for older people living in Ipswich and the surrounding area. It provides essential services which are greatly valued by its current members It provides a ground level day centre facility which includes facilities for a range of services to support older people and who live within the local community to remain independent as long as possible

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Disability
- **Who:** Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Suffolk

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-03-31 | £170,076 | £160,519 | - | - |
| 2024-03-31 | £162,489 | £171,908 | - | - |
| 2023-03-31 | £157,340 | £152,463 | - | - |
| 2022-03-31 | £124,752 | £135,042 | - | - |
| 2021-03-31 | £130,927 | £131,602 | - | - |

Trustees

| Name | Role | Appointed |
|------------------|-------|------------|
| IAN MEIGH | Chair | 2017-01-17 |
| Gordon Low | | 2023-04-15 |
| Jana Burton | | 2021-12-07 |
| Tracey Murrell | | 2025-02-13 |
| Victoria Hosking | | 2017-07-25 |

FOXHALL CENTRE

England & Wales - Charity number 1171154

Accounts

**Foxhall Centre
Annual Report to 31st March 2025**



Foxhall Centre

Charitable Incorporated Organisation

**Annual Report & Financial Statements
Year ended 31st March 2025**

Registered Charity No 1171154

**110 Parliament Road
Ipswich
Suffolk IP4 5EP**

Foxhall Centre Annual Report to 31st March 2025

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Foxhall Centre

Charitable Incorporated Organisation No. 1171154

Trustees

Ian Meigh
Victoria Hosking
Jana Burton
Gordon Low
Tracey Murrell

Chair

Appointed February 2025

Registered Office Address

110 Parliament Road
Ipswich
Suffolk IP4 5EP

Bankers

Virgin Money

Independent Examiner

Rachel Marsh FMAAT
Marsh Accountancy
67 Gardeners Road
Debenham
Suffolk IP14 6RX

Management Team

Yvonne Kane
Centre Manager

Catherine Baker
Deputy Centre Manager

Report from the Chair

The Foxhall Day Care Centre continues to provide dedicated support services for older people who live within the local community of Ipswich and the surrounding area. The service provides a regular day out to assist the individual with improving their general well-being, help maintain skills and independence, and provides mental and physical stimulation.

The service is particularly designed to support those who may have dementia and/or other long term health conditions.

The Centre is open at the present time for 3 days a week. Demand for the service has remained steady and constant over the year. Taster days are offered so that prospective users can try out the service. The provision of a well cooked 2 course lunch is an important part of the day. Entertainments and the provision of activities promotes and enables socialising and the making of friendships.

The costs of providing the service have increased considerably over the last year. The changes in Employers National Insurance contributions have added partly to increased staff costs. This has meant that expenditure has exceeded income at times. The Charity does have sufficient financial reserves, which has meant that the service can continue unaffected for the time being. It is important to continue to maximise the offer of services while keeping costs down.

The dedicated staff continue to provide a wonderful, personalised service to the individual service users which is so important to their well-being. There is a continual access to further training for the staff and managers to enable the Centre to continue to offer a high level of service.

The Managers, staff and Trustees all remain committed to delivering the safe service for the older people of Ipswich and the surrounding area and meeting the challenges of the New Year 2026.

Ian Meigh

Ian Meigh.
27/01/2026

Chairman.

Trustees' Annual Report For the year ended 31 March 2025

The Trustees, submit their annual report and the independently examined financial statements for the year ended 31 March 2025.

Structure, Governance and Management.

Governing instrument

The Charity is governed as a Charitable Incorporated Organisation (CIO). The constitution was agreed and registered with the Charity Commission on 17th January 2017. The Charity is governed by its Board of Trustees.

Trustees and Operational Structure

The Trustees of the Centre during the year were as shown on the previous page. The Trustees are responsible for the strategic direction, governance and policies of the CIO. The day to day operation of the Centre is delegated to the Management Team consisting of the Centre Manager and the Deputy Centre Manager.

Governance and Internal Control

Company and Charity law require the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the Trustees have:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- prepared the financial statements on the going concern basis.

The Trustees have overall responsibility for ensuring that the charity has an appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- the charity is operating efficiently and effectively;
- its assets are safeguarded against unauthorised use or disposition;
- proper records are maintained and financial information used within the charity for publication is reliable; and
- the charity complies with relevant laws and regulations.

The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include:

- a strategic plan and an annual budget approved by the Trustees;
- regular consideration by the Trustees of financial results, variance from budgets, and non-financial performance;
- delegation of authority and segregation of duties;
- identification and management of risks.

The Trustees are pleased to report that the charity's internal financial controls, in particular, conform with guidelines issued by the Charity Commission.

Trustees Annual Report (continued)
For the year ended 31 March 2025

Objectives and Activities

The objects of the CIO are:-

- To relieve elderly people and those with a disability resident in Ipswich and surrounding areas who are in need, by the provision of a day centre for such persons, and items, services or facilities calculated to relieve the needs of such persons.
- To promote and assist the general good of all elderly people by assisting the work of statutory authorities and voluntary organisations engaged in providing facilities for physical and mental recreation, developing physical improvement, furthering health, relieving poverty, distress or sickness.
- To relieve financial hardship, sickness and poor health amongst elderly people

The Foxhall Centre is a local independent charity which provides a range of activities and services from the Foxhall Centre Lavender Trust venue, for people over the age of fifty, with the aim of improving quality of life and offering practical support, advice and information.

Reserves Policy

At their meeting on 9 May 2017, the Trustees reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission and resolved that:

- a) That the General Reserve should be established and built up to a level which would finance a reasonable period in which to run down the organisation's operations in the event of a major loss of funding.
- b) That the level of General Reserve should be reviewed in line with this policy on an annual basis.

Approved by the Board of Trustees

Reviewed 17 April 2018

Supporting Statement

A target figure of £15,000 based on a three month winding-down period, was initially set in the 2017/18 budget. At the end of 2017/18, through prudent financial planning and a highly successful year, we were able to reach and exceed the recommended level of general reserves.

Having reviewed this figure, this level was thought insufficient to ensure sufficient time and facilities would be available to ensure all customers are able to secure alternative care arrangements, and to enable smooth transition, in the event of the Centre's closure.

At their meeting on 17th April 2018 the Trustees agreed that a target figure of £60,000 based on a six month winding-down period should be set and maintained.

Statement of Public Benefit

The objectives, and review of achievements and performance sections of this report clearly set out the activities which the Charity undertakes for the public benefit.

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the public benefit guidance published by the Commission in determining the activities undertaken by the Charity.

Review of the transactions and financial position of the charity

The format of the financial statements and accounts is in accordance with the recommendations of the Statement of Recommended Practice for Charity Accounts. Income and expenditure is analysed between restricted and non-restricted funds in the Statement of Financial Activities on page 12 and the balance sheet is included on page 13.

Results for the period

The Income and Expenditure Account shows net excess on unrestricted funds for the year ended 31 March 2025 of £6,470 surplus (2024 - £9,419 deficit). There is a surplus on all unrestricted funds of £180,443 (2024 – £170,886) at 31 March 2025.

The project funds have also been closely monitored. At the end of the period, one fund is showing a financial surplus on Revenue Funds due to the fact that expenditure on the underlying activities will be made in future periods.

Financial position at balance sheet date

The Board considers that the charity's financial position at the balance sheet date is satisfactory.

Degree of financial dependency

As mentioned above, the charity is dependent on the voluntary efforts of its members and volunteers. However, there is no significant degree of dependence on any single member or small group of members in respect of voluntary effort or financial contributions.

Political contributions

The charity made no political contributions during the year.

Independent Examiner

In accordance with the Charities Act 2011, the financial statements have been independently examined by Rachel Marsh FMAAT of Marsh Accountancy.

By Order of the Board

Jan Meigh

29/01/2026

Signed

Date

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of the Foxhall Centre for the year ended 31 March 2025.

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 the year under section 114 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the financial statements 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 report

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 consideration of any unusual items or disclosures in the accounts and seeking explanations for you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit 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:

- Which gives reasonable cause to believe that in any material respect the requirements
 - o To keep accounting records in accordance with Section 130 of the Charities Act and
 - o To prepare accounts which accord with the accounting records and
 - o To comply with the accounting requirements of the Charities Act

have not been met, or

- To which, in my opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached.



Rachel Marsh FMAAT AATQB
Marsh Accountancy
67 Gardeners Road
Debenham
Suffolk IP14 6RX

Date: 28 January 2026

Foxhall Centre Lavender Trust
Year ended 31 March 2025

Statement of Financial Activities

| | <i>Note</i> | <i>Unrestricted</i> | <i>Restricted</i> | <i>Total</i> | <i>2023/24</i> |
|--------------------------------------|-------------|------------------------------|-----------------------------|------------------------------|------------------------------|
| | | <i>£</i> | <i>£</i> | <i>£</i> | <i>£</i> |
| INCOMING RESOURCES | | | | | |
| Charitable activity income | 3 | 164,744 | - | 164,744 | 157,728 |
| Fundraising and donations | 3 | 1,484 | 1,835 | 3,318 | 4,073 |
| Investment Income | | 2,014 | - | 2,014 | 688 |
| TOTAL INCOMING RESOURCES | | <u>168,242</u> | <u>1,835</u> | <u>170,076</u> | <u>162,489</u> |
| RESOURCES EXPENDED | | | | | |
| <i>Charitable Expenditure</i> | | | | | |
| Staff costs | 4 | 132,671 | - | 132,671 | 135,394 |
| Accommodation and office costs | 4 | 10,408 | - | 10,408 | 18,453 |
| Operational costs | 4 | 13,087 | - | 13,087 | 13,871 |
| Other costs | 4 | 4,299 | - | 4,299 | 4,165 |
| <i>Charitable Expenditure</i> | | <u>160,466</u> | <u>-</u> | <u>160,466</u> | <u>171,883</u> |
| <i>Fundraising Costs</i> | | <u>53</u> | <u>-</u> | <u>53</u> | <u>25</u> |
| TOTAL RESOURCES EXPENDED | | <u>160,519</u> | <u>-</u> | <u>160,519</u> | <u>171,908</u> |
| SURPLUS /(DEFICIT) | | <u>7,722</u> | <u>1,835</u> | <u>9,557</u> | <u>(9,419)</u> |
| Reserves B/F | | 160,802 | 10,084 | 170,886 | 180,305 |
| Balance carried forward | | <u><u>168,524</u></u> | <u><u>11,919</u></u> | <u><u>180,443</u></u> | <u><u>170,886</u></u> |

Foxhall Centre Lavender Trust
Balance Sheet as at 31 March 2025

| | <i>Note</i> | <i>31 March 2025</i> | <i>31 March 2024</i> |
|--|-------------|----------------------|----------------------|
| FIXED ASSETS | | | |
| Furniture and Equipment | 2 | 297 | 72 |
| <i>Tangible Fixed Assets</i> | | 297 | 72 |
| Current Assets | | | |
| <i>Debtors</i> | | | |
| Debtors | | 14,011 | 15,330 |
| Accrued income | | - | - |
| Payments in advance | | 1,378 | 1,202 |
| <i>Total Debtors</i> | | 15,389 | 16,532 |
| <i>Bank and Cash</i> | | | |
| Current Account | | 82,232 | 107,075 |
| Deposit Account | | 80,000 | 50,000 |
| Petty Cash Core | | (150) | (99) |
| Petty Cash kitchen | | - | (142) |
| Undeposited Funds | | - | 2,237 |
| <i>Cash at bank and in hand</i> | | 162,082 | 159,071 |
| Net Current Assets | | 177,470 | 175,603 |
| Current Liabilities | | | |
| Creditors | | (68) | 3,162 |
| Tax, National Insurance and Pensions | | (2,608) | 1,626 |
| <i>Current liabilities</i> | | (2,676) | 4,789 |
| Net Current Assets | | 180,146 | 170,815 |
| | | 180,443 | 170,886 |
| FUNDS | | | |
| Unrestricted Funds | | 168,524 | 160,802 |
| Restricted Funds | | 11,919 | 10,084 |
| | | 180,443 | 170,886 |

At the end of the period, restricted funds show a surplus balance due to the fact that income has been received in advance of expenditure on the projects' activities which will be made in future periods.

These financial statements were approved by the Board of Trustees on

29/01/2026

Signed:

Ian Meigh

Name:

Ian Meigh

Foxhall Centre Lavender Trust
Year ended 31 March 2025

Notes to the Financial Statements
Year ended 31 March 2025

Note 1 Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014

- a) Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Volunteer time is not included in the financial statements.
- b) Grants are recognised in full in the statement of financial activities in the year in which they are receivable. Resources expended are recognised in the period in which they are incurred.
- c) Depreciation is provided at rates calculated to write down the cost or initial valuation of other assets on a straight line basis over their expected useful life to their estimated residual value.

The depreciation rates in use are as follows:

Furniture - 5 years
Computers and equipment- 1 year
Office Equipment - 1 year
Other Equipment - 5 years
Assets with a purchase price of less than £50 are written off in the year of purchase.

- d) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund together with a fair allocation of support costs.
- e) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the Trust.

Note 2 Fixed Assets

| | Computers | Furniture | Other Equipment | Total |
|-------------------------|--------------|----------------|--------------------|-----------------|
| | £ | £ | £ | £ |
| Cost | | | | |
| At 1 April 2024 | 896 | 7,049 | 4,349 | 12,294 |
| Additions | - | 90 | 221 | 311 |
| Disposals | - | - | - | - |
| At 31 March 2025 | 896 | 7,139 | 4,570 | 12,605 |
| Depreciation | | | | |
| At 1 April 2024 | (896) | (7,049) | (4,277) | (12,222) |
| Charge for the year | - | (18) | (68) | (86) |
| Disposals | - | - | - | - |
| At 31 March 2025 | (896) | (7,067) | (4,345) | (12,308) |
| Net book value | | | | |
| At 31 March 2025 | - | 72 | 225 | 297 |
| At 31 March 2024 | - | - | 72 | 72 |

Foxhall Centre Lavender Trust
Year ended 31 March 2025

Note 3 Analysis of incoming resources

| | Unrestricted £ | Restricted £ | 2024/25 £ | 2023/24 £ |
|---|-------------------|-----------------|----------------|----------------|
| Charitable Activity Income | | | | |
| Private Attendance Fees | 97,584 | - | 97,584 | 94,041 |
| ACS Attendance Fees | 45,225 | - | 45,225 | 45,246 |
| Taster Day Fees | 1,163 | - | 1,163 | 515 |
| Meals Fees | 20,772 | - | 20,772 | 17,914 |
| Bathing / Hairdressing Fees | - | - | - | 13 |
| Total Charitable Activity Income | 164,744 | - | 164,744 | 157,728 |
| Donations | | | | |
| Fundraising General | 1,484 | - | 1,484 | 1,332 |
| Fundraising Client | - | 1,835 | 1,835 | 2,741 |
| Total Donations | 1,484 | 1,835 | 3,318 | 4,073 |

Note 4 Analysis of resources expended

| Analysis | Unrestricted £ | Restricted £ | 2024/25 £ | 2023/24 £ |
|--------------------|-------------------|-----------------|----------------|----------------|
| Staff Costs | | | - | - |
| Salaries | 129,716 | - | 129,716 | 128,273 |
| Pension costs | 1,264 | - | 1,264 | 4,342 |
| Recruitment | - | - | - | 582 |
| Staff training | 1,691 | - | 1,691 | 2,196 |
| Total | 132,671 | - | 132,671 | 135,394 |

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

Accommodation and Office Costs

| | | | | |
|------------------------------|---------------|----------|---------------|---------------|
| Property expenses | 5,815 | - | 5,815 | 10,053 |
| Telephone | 1,032 | - | 1,032 | 1,093 |
| Printing and publicity | 260 | - | 260 | 221 |
| Stationery | 217 | - | 217 | 199 |
| Postage | 213 | - | 213 | 235 |
| Equipment maintenance | 126 | - | 126 | 583 |
| IT Costs | 19 | - | 19 | 412 |
| Insurance | - | - | - | 1,608 |
| Other office | 1,057 | - | 1,057 | 3,037 |
| Direct debit collection fees | 447 | - | 447 | 383 |
| Finance and payroll costs | 1,223 | - | 1,223 | 628 |
| Total | 10,408 | - | 10,408 | 18,453 |

Operational

| | | | | |
|--------------------------------|---------------|----------|---------------|---------------|
| Activity Costs | 3,389 | - | 3,389 | 3,039 |
| Kitchen Costs | 8,196 | - | 8,196 | 7,940 |
| Cleaning / Protective Clothing | 2,286 | - | 2,286 | 3,068 |
| Total | 13,871 | - | 13,871 | 14,047 |

Other Costs

| | | | | |
|--------------------------------|--------------|----------|--------------|--------------|
| Marketing Costs | 130 | - | 130 | 473 |
| Miscellaneous Centre Costs | 4,083 | - | 4,083 | 2,619 |
| Restricted Funding Expenditure | - | - | - | - |
| Depreciation | 86 | - | 86 | 1,073 |
| Total | 4,299 | - | 4,299 | 4,165 |

Foxhall Centre Lavender Trust
Year ended 31 March 2025

Note 4 cont.

Fundraising costs

Fundraising Costs

| | | | |
|----|---|----|----|
| 53 | - | 53 | 25 |
|----|---|----|----|

Note 5

5.1 Trustee Expenses

No trustees were paid expenses during the year

5.2 Fees for examination or audit of the accounts

| | 2024/25 | 2023/24 |
|---|---------|---------|
| | £ | £ |
| Independent examiner's or auditors' fees | 480 | 480 |
| Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor | - | - |

Note 6 Staff Costs

| | 2024/25 | 2023/24 |
|---|----------------|----------------|
| | £ | £ |
| 6.1 Gross wages, salaries and benefits in kind | 129,716 | 128,273 |
| Employer's National Insurance costs | - | - |
| Pension costs | 1,264 | 4,342 |
| Recruitment Costs | - | 582 |
| Staff Training | 1,691 | 2,196 |
| Total staff costs | 132,671 | 135,394 |

6.2 The average number of employees employed in the year was 11

Note 7 Movement in Restricted Funds

| | At the start of the Year | Incoming Resources | Resources Expended | Balance at Year end |
|--------------------|-----------------------------|-----------------------|-----------------------|------------------------|
| | £ | £ | £ | £ |
| Client Fundraising | 10,084 | 1,835 | - | 11,919 |
| Total Funds | 10,084 | 1,835 | 0 | 11,919 |

Note 8 Purposes of Restricted funds

Client Fundraising

Funds raised by clients to be used to fund activities and events directly benefiting the client:

Summary

Document ID

8852ce69-8af6-410f-90e2-42fbe0bdf72d

Type

Signature Request

Document Name

24-25 Financial Statements.pdf

Status

Completed

Page Count

14

Signer/Reviewer Count

1

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Jan 29, 2026 11:11:23 BST

Completed At

Jan 29, 2026 11:15:23 BST

Title

24-25 Financial Statements

Signing order

Disabled

Sender

Name

Rachel Marsh

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info@marshaccountancy.co.uk

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78.141.42.28

Device

Chrome via Desktop

Recipients

Name

Ian Meigh

Email ID

ikmeigh@gmail.com

IP Address

86.177.251.255

Device

Safari via Desktop

Signature Type

Typed Signature

Security Authentication

-

Electronic Signature Disclosure Consent

Accepted: Jan 29, 2026 11:12:29 BST

Signature

Ian Meigh

Timestamps

Jan 29, 2026 11:15:22 BST - Signed

Jan 29, 2026 11:12:29 BST - Viewed

Jan 29, 2026 11:11:23 BST - Sent

Audit Trail

| | | |
|--|--|--------------------|
| Sent: Jan 29, 2026 11:11:23 BST | Rachel Marsh sent the document to Ian Meigh (ikmeigh@gmail.com). | |
| Viewed: Jan 29, 2026 11:12:29 BST | Ian Meigh (ikmeigh@gmail.com) viewed the document. | |
| | ikmeigh@gmail.com | IP: 86.177.251.255 |
| Signed: Jan 29, 2026 11:15:22 BST | Ian Meigh (ikmeigh@gmail.com) signed the document. | |
| | ikmeigh@gmail.com | IP: 86.177.251.255 |
| Completed: Jan 29, 2026 11:15:23 BST | Document has been completed | |

FOXHALL CENTRE

England & Wales - Charity number 1171154

Accounts

Foxhall Centre
Annual Report to 31st March 2024



Foxhall Centre

Charitable Incorporated Organisation

Annual Report & Financial Statements
Year ended 31st March 2024

Registered Charity No 1171154

**110 Parliament Road
Ipswich
Suffolk IP4 5EP**

Foxhall Centre
Annual Report to 31st March 2024

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For the year ended 31 March 2024

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Foxhall Centre
Annual Report to 31st March 2024

Foxhall Centre

Charitable Incorporated Organisation No. 1171154

Trustees

Ian Meigh
Victoria Hosking
Jana Burton
Geoffrey Meech
Gordon Low

Chair

Appointed August 2023

Registered Office Address

110 Parliament Road
Ipswich
Suffolk IP4 5EP

Bankers

Virgin Money

Independent Examiner

Rachel Marsh FMAAT
Marsh Accountancy
67 Gardeners Road
Debenham
Suffolk IP14 6RX

Management Team

Yvonne Kane
Centre Manager

Catherine Baker
Deputy Centre Manager

Foxhall Centre Annual Report to 31st March 2024

Report from the Chair

The Foxhall Centre Lavender Trust continues to provide a successful and well-resourced provision for the day care for older people in the County Town of Ipswich and the surrounding communities at its premises in Parliament Road, Ipswich, Suffolk.

The Foxhall Centre has been providing care for older people for many years, many of whom have dementia and/or other conditions. Centre Staff look to provide far more than just care. They provide a place where there is a warm welcome with hot meals, entertainment, companionship, fun and enjoyment with many activities to engage and stimulate its many members. It is a place where old friends meet and new friends made.

The Centre is supported by a good and dedicated care team who have worked in the care sector for many years. They have a wealth of training including NVQ 2, NVQ3, NVQ4 and ILM5. They have continued with relevant training courses during the year.

The Centre continues to operate three days a week. The numbers of users of the service remain stable throughout the year. The attendance rate has been very good this year with at least 60 customers attending each week. Covid 19 infections are still having an impact. There was a brief closure of the Centre due to Covid 19 infections of the majority of staff.

The Centre has managed increases in costs which have impacted on the financial situation. There was a small deficit of £9419 at the end of the year, with the reserves carried forward of £170,886. There is a strong current account balance, with a substantial reserve of £50,000 kept back for emergencies. The focus has been on stronger marketing of the centre to maintain and increase the use of the centre.

The Trust and the Managers and staff welcome new volunteers and fund raisers to help with maintaining the operation of the Centre. The Trustees welcomed a new Trustee to join the Board, Mr. Gordon Low.

We remain committed to delivering safe services for the benefit of the older population of Ipswich and look forward to many more years of success of the Foxhall Centre Lavender Trust.

Ian Meigh.
27/01/2025

Chairman.

Foxhall Centre

Annual Report to 31st March 2024

Trustees' Annual Report For the year ended 31 March 2024

The Trustees, submit their annual report and the independently examined financial statements for the year ended 31 March 2024.

Structure, Governance and Management.

Governing instrument

The Charity is governed as a Charitable Incorporated Organisation (CIO). The constitution was agreed and registered with the Charity Commission on 17th January 2017. The Charity is governed by its Board of Trustees.

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The Trustees of the Centre during the year were as shown on the previous page. The Trustees are responsible for the strategic direction, governance and policies of the CIO. The day to day operation of the Centre is delegated to the Management Team consisting of the Centre Manager, Operations Manager, and the Deputy Centre Manager.

Governance and Internal Control

Company and Charity law require the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the Trustees have:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- prepared the financial statements on the going concern basis.

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- the charity is operating efficiently and effectively;
- its assets are safeguarded against unauthorised use or disposition;
- proper records are maintained and financial information used within the charity for publication is reliable; and
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The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include:

- a strategic plan and an annual budget approved by the Trustees;
- regular consideration by the Trustees of financial results, variance from budgets, and non-financial performance;
- delegation of authority and segregation of duties;
- identification and management of risks.

The Trustees are pleased to report that the charity's internal financial controls, in particular, conform with guidelines issued by the Charity Commission.

Foxhall Centre
Annual Report to 31st March 2023

Trustees Annual Report (continued)
For the year ended 31 March 2024

Objectives and Activities

The objects of the CIO are:-

- To relieve elderly people and those with a disability resident in Ipswich and surrounding areas who are in need, by the provision of a day centre for such persons, and items, services or facilities calculated to relieve the needs of such persons.
- To promote and assist the general good of all elderly people by assisting the work of statutory authorities and voluntary organisations engaged in providing facilities for physical and mental recreation, developing physical improvement, furthering health, relieving poverty, distress or sickness.
- To relieve financial hardship, sickness and poor health amongst elderly people

The Foxhall Centre is a local independent charity which provides a range of activities and services from the Foxhall Centre Lavender Trust venue, for people over the age of fifty, with the aim of improving quality of life and offering practical support, advice and information.

Foxhall Centre

Annual Report to 31st March 2024

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At their meeting on 9 May 2017, the Trustees reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission and resolved that:

- a) That the General Reserve should be established and built up to a level which would finance a reasonable period in which to run down the organisation's operations in the event of a major loss of funding.
- b) That the level of General Reserve should be reviewed in line with this policy on an annual basis.

Approved by the Board of Trustees

Reviewed 17 April 2018

Supporting Statement

A target figure of £15,000 based on a three month winding-down period, was initially set in the 2017/18 budget. At the end of 2017/18, through prudent financial planning and a highly successful year, we were able to reach and exceed the recommended level of general reserves.

Having reviewed this figure, this level was thought insufficient to ensure sufficient time and facilities would be available to ensure all customers are able to secure alternative care arrangements, and to enable smooth transition, in the event of the Centre's closure.

At their meeting on 17th April 2018 the Trustees agreed that a target figure of £60,000 based on a six month winding-down period should be set and maintained.

Statement of Public Benefit

The objectives, and review of achievements and performance sections of this report clearly set out the activities which the Charity undertakes for the public benefit.

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the public benefit guidance published by the Commission in determining the activities undertaken by the Charity.

Foxhall Centre Annual Report to 31st March 2024

Review of the transactions and financial position of the charity

The format of the financial statements and accounts is in accordance with the recommendations of the Statement of Recommended Practice for Charity Accounts. Income and expenditure is analysed between restricted and non-restricted funds in the Statement of Financial Activities on page 12 and the balance sheet is included on page 13.

Results for the period

The Income and Expenditure Account shows net excess on unrestricted funds for the year ended 31 March 2024 of £9,419 deficit (2023 - £4,877 excess). There is a surplus on all unrestricted funds of £160,802 (2023 – £172,962) at 31 March 2024.

The project funds have also been closely monitored. At the end of the period, one fund is showing a financial surplus on Revenue Funds due to the fact that expenditure on the underlying activities will be made in future periods.

Financial position at balance sheet date

The Board considers that the charity's financial position at the balance sheet date is satisfactory.

Degree of financial dependency

As mentioned above, the charity is dependent on the voluntary efforts of its members and volunteers. However, there is no significant degree of dependence on any single member or small group of members in respect of voluntary effort or financial contributions.

Political contributions

The charity made no political contributions during the year.

Independent Examiner

In accordance with the Charities Act 2011, the financial statements have been independently examined by Rachel Marsh FMAAT of Marsh Accountancy.

By Order of the Board

Signed

Date

Foxhall Centre

Annual Report to 31st March 2024

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of the Foxhall Centre for the year ended 31 March 2024.

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 the year under section 114 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the financial statements 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 report

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 consideration of any unusual items or disclosures in the accounts and seeking explanations for you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit 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:

- Which gives reasonable cause to believe that in any material respect the requirements
 - o To keep accounting records in accordance with Section 130 of the Charities Act and
 - o To prepare accounts which accord with the accounting records and
 - o To comply with the accounting requirements of the Charities Act

have not been met, or

- To which, in my opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached.



Rachel Marsh FMAAT AATQB
Marsh Accountancy
67 Gardeners Road
Debenham
Suffolk IP14 6RX

Date: 24 January 2025

Foxhall Centre Lavender Trust
Year ended 31 March 2024

Statement of Financial Activities

| | <i>Note</i> | <i>Unrestricted</i> | <i>Restricted</i> | <i>Total</i> | <i>2022/23</i> |
|---------------------------------|-------------|---------------------|-------------------|----------------|----------------|
| | | <i>£</i> | <i>£</i> | <i>£</i> | <i>£</i> |
| INCOMING RESOURCES | | | | | |
| Charitable activity income | 3 | 157,728 | - | 157,728 | 149,786 |
| Fundraising and donations | 3 | 1,332 | 2,741 | 4,073 | 7,286 |
| Investment Income | | 688 | - | 688 | 267 |
| TOTAL INCOMING RESOURCES | | 159,748 | 2,741 | 162,489 | 157,340 |
| RESOURCES EXPENDED | | | | | |
| <i>Charitable Expenditure</i> | | | | | |
| Staff costs | 4 | 135,394 | - | 135,394 | 122,150 |
| Accommodation and office costs | 4 | 18,453 | - | 18,453 | 13,110 |
| Operational costs | 4 | 13,871 | - | 13,871 | 14,047 |
| Other costs | 4 | 4,165 | - | 4,165 | 3,156 |
| <i>Charitable Expenditure</i> | | 171,883 | - | 171,883 | 152,463 |
| <i>Fundraising Costs</i> | | 25 | - | 25 | - |
| TOTAL RESOURCES EXPENDED | | 171,908 | - | 171,908 | 152,463 |
| SURPLUS /(DEFICIT) | | (12,160) | 2,741 | (9,419) | 4,877 |
| Reserves B/F | | 172,962 | 7,343 | 180,305 | 175,428 |
| Balance carried forward | | 160,802 | 10,084 | 170,886 | 180,305 |

Foxhall Centre Lavender Trust
Balance Sheet as at 31 March 2024

| | <i>Note</i> | <i>31 March 2024</i> | <i>31 March 2023</i> |
|--|-------------|----------------------|----------------------|
| FIXED ASSETS | | | |
| Furniture and Equipment | 2 | 72 | 1,145 |
| <i>Tangible Fixed Assets</i> | | 72 | 1,145 |
| Current Assets | | | |
| <i>Debtors</i> | | | |
| Debtors | | 15,330 | 11,354 |
| Accrued income | | - | - |
| Payments in advance | | 1,202 | 1,608 |
| <i>Total Debtors</i> | | 16,532 | 12,962 |
| <i>Bank and Cash</i> | | | |
| Current Account | | 107,075 | 119,266 |
| Deposit Account | | 50,000 | 50,000 |
| Petty Cash Core | | (99) | 65 |
| Petty Cash kitchen | | (142) | 5 |
| Undeposited Funds | | 2,237 | 2,568 |
| <i>Cash at bank and in hand</i> | | 159,071 | 171,903 |
| Net Current Assets | | 175,603 | 184,866 |
| Current Liabilities | | | |
| Creditors | | 3,162 | 338 |
| Tax, National Insurance and Pensions | | 1,626 | 5,368 |
| <i>Current liabilities</i> | | 4,789 | 5,706 |
| Net Current Assets | | 170,815 | 179,159 |
| | | 170,886 | 180,305 |
| FUNDS | | | |
| Unrestricted Funds | | 160,802 | 172,962 |
| Restricted Funds | | 10,084 | 7,343 |
| | | 170,886 | 180,305 |

At the end of the period, restricted funds show a surplus balance due to the fact that income has been received in advance of expenditure on the projects' activities which will be made in future periods.

These financial statements were approved by the Board of Trustees on _____

Signed: _____

Name: _____

Foxhall Centre Lavender Trust
Year ended 31 March 2024

Notes to the Financial Statements
Year ended 31 March 2023

Note 1 Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014

- a) Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Volunteer time is not included in the financial statements.
- b) Grants are recognised in full in the statement of financial activities in the year in which they are receivable. Resources expended are recognised in the period in which they are incurred.
- c) Depreciation is provided at rates calculated to write down the cost or initial valuation of other assets on a straight line basis over their expected useful life to their estimated residual value.

The depreciation rates in use are as follows:

Furniture - 5 years

Computers and equipment- 1 year

Office Equipment - 1 year

Other Equipment - 5 years

Assets with a purchase price of less than £50 are written off in the year of purchase.

- d) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund together with a fair allocation of support costs.
- e) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the Trust.

Note 2 Fixed Assets

| | Computers | Furniture | Other Equipment | Total |
|-------------------------|--------------|----------------|--------------------|-----------------|
| | £ | £ | £ | £ |
| Cost | | | | |
| At 1 April 2023 | 896 | 7,049 | 4,349 | 12,294 |
| Additions | - | - | - | - |
| Disposals | - | - | - | - |
| At 31 March 2024 | 896 | 7,049 | 4,349 | 12,294 |
| Depreciation | | | | |
| At 1 April 2023 | (896) | (6,000) | (4,253) | (9,119) |
| Charge for the year | - | (1,049) | (24) | (3,104) |
| Disposals | - | - | - | - |
| At 31 March 2024 | (896) | (7,049) | (4,277) | (12,222) |
| Net book value | | | | |
| At 31 March 2024 | - | - | 72 | 72 |
| At 31 March 2023 | - | 1,049 | 96 | 3,055 |

Foxhall Centre Lavender Trust
Year ended 31 March 2024

Note 3 Analysis of incoming resources

| | Unrestricted £ | Restricted £ | 2023/24 £ | 2022/23 £ |
|---|-------------------|-----------------|----------------|----------------|
| Charitable Activity Income | | | | |
| Private Attendance Fees | - | - | 94,041 | 90,233 |
| ACS Attendance Fees | 3,002 | - | 45,246 | 43,195 |
| Taster Day Fees | 91,039 | - | 515 | 510 |
| Meals Fees | 45,246 | - | 17,914 | 15,797 |
| Bathing / Hairdressing Fees | 515 | - | 13 | - |
| Total Charitable Activity Income | 139,802 | - | 157,728 | 149,735 |
| Donations | | | | |
| Fundraising General | 1,332 | - | 1,332 | 2,525 |
| Fundraising Client | - | 2,741 | 2,741 | 4,761 |
| Total Donations | 1,332 | 2,741 | 4,073 | 7,286 |

Note 4 Analysis of resources expended

| Analysis | Unrestricted £ | Restricted £ | 2023/24 £ | 2022/23 £ |
|--------------------|-------------------|-----------------|----------------|----------------|
| Staff Costs | | | - | - |
| Salaries | 128,273 | - | 128,273 | 114,023 |
| Pension costs | 4,342 | - | 4,342 | 6,336 |
| Recruitment | 582 | - | 582 | 643 |
| Staff training | 2,196 | - | 2,196 | 1,148 |
| Total | 135,394 | - | 135,394 | 122,150 |

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

Accommodation and Office Costs

| | | | | |
|------------------------------|---------------|----------|---------------|---------------|
| Property expenses | 10,053 | - | 10,053 | 4,200 |
| Telephone | 1,093 | - | 1,093 | 494 |
| Printing and publicity | 221 | - | 221 | 18 |
| Stationery | 199 | - | 199 | 221 |
| Postage | 235 | - | 235 | 364 |
| Equipment maintenance | 583 | - | 583 | 1,076 |
| IT Costs | 412 | - | 412 | 1,221 |
| Insurance | 1,608 | - | 1,608 | 1,455 |
| Other office | 3,037 | - | 3,037 | 3,471 |
| Direct debit collection fees | 383 | - | 383 | - |
| Finance and payroll costs | 628 | - | 628 | 588 |
| Total | 18,453 | - | 18,453 | 13,110 |

Operational

| | | | | |
|--------------------------------|---------------|----------|---------------|---------------|
| Activity Costs | 3,389 | - | 3,389 | 3,039 |
| Kitchen Costs | 8,196 | - | 8,196 | 7,940 |
| Cleaning / Protective Clothing | 2,286 | - | 2,286 | 3,068 |
| Total | 13,871 | - | 13,871 | 14,047 |

Other Costs

| | | | | |
|--------------------------------|--------------|----------|--------------|--------------|
| Marketing Costs | 473 | - | 473 | 378 |
| Miscellaneous Centre Costs | 2,619 | - | 2,619 | 748 |
| Restricted Funding Expenditure | - | - | - | - |
| Depreciation | 1,073 | - | 1,073 | 2,030 |
| Total | 3,092 | - | 4,165 | 3,156 |

Foxhall Centre Lavender Trust
Year ended 31 March 2024

Note 4 cont.

| | | |
|--------------------------|----|---|
| Fundraising costs | | |
| Fundraising Costs | 25 | - |

Note 5

5.1 Trustee Expenses

No trustees were paid expenses during the year

5.2 Fees for examination or audit of the accounts

| | 2023/24 | 2022/23 |
|---|---------|---------|
| | £ | £ |
| Independent examiner's or auditors' fees | 480 | 480 |
| Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor | - | - |

Note 6 Staff Costs

| | 2023/24 | 2022/23 |
|---|----------------|----------------|
| | £ | £ |
| 6.1 Gross wages, salaries and benefits in kind | 128,273 | 114,023 |
| Employer's National Insurance costs | - | - |
| Pension costs | 4,342 | 6,336 |
| Recruitment Costs | 582 | 643 |
| Staff Training | 2,196 | 1,148 |
| Total staff costs | 135,394 | 122,150 |

6.2 The average number of employees employed in the year was 11

Note 7 Movement in Restricted Funds

| | At the start of the Year | Incoming Resources | Resources Expended | Balance at Year end |
|--------------------|--------------------------|--------------------|--------------------|---------------------|
| | £ | £ | £ | £ |
| Client Fundraising | 7,343 | 2,741 | - | 10,084 |
| Total Funds | 7,343 | 2,741 | 0 | 10,084 |

Note 8 Purposes of Restricted funds

Client Fundraising

Funds raised by clients to be used to fund activities and events directly benefiting the clients

FOXHALL CENTRE

England & Wales - Charity number 1171154

Accounts

Foxhall Centre
Annual Report to 31st March 2023



Foxhall Centre

Charitable Incorporated Organisation

Annual Report & Financial Statements
Year ended 31st March 2023

Registered Charity No 1171154

**110 Parliament Road
Ipswich
Suffolk IP4 5EP**

Foxhall Centre
Annual Report to 31st March 2023

Index to the Trustee's Report and Financial Statements
For the year ended 31 March 2023

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| Statement of Public Benefit | 5 |
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Foxhall Centre
Annual Report to 31st March 2023

Foxhall Centre

Charitable Incorporated Organisation No. 1171154

Trustees

Ian Meigh
William Henry
Victoria Hosking
Jana Burton
Geoffrey Meech

Chair
(Resigned)

Registered Office Address

110 Parliament Road
Ipswich
Suffolk IP4 5EP

Bankers

Virgin Money

Independent Examiner

Rachel Marsh FMAAT
Marsh Accountancy
67 Gardeners Road
Debenham
Suffolk IP14 6RX

Management Team

Yvonne Kane

Centre Manager

Catherine Baker

Deputy Centre Manager

Foxhall Centre
Annual Report to 31st March 2023

Report from the Chair

The Foxhall Centre Lavender Trust, based in the County Town of Ipswich, provides care and support for older people, many of whom have dementia and/or other long term health conditions. Its members are drawn from Ipswich and the surrounding Suffolk communities. The Centre aims to provide a warm, welcoming environment where its members can benefit from companionship with others of a similar age; have fun; take part in a range of activities; and enjoy the entertainment. It is all happening with the provision of a two course lunch (optional) and other refreshments during the day.

The Centre is entering its eighth year under its current management with a strong set of accounts and balance sheet. It has succeeded in managing the difficulties arising from the Covid 19 pandemic. However Covid 19 infections unfortunately can still affect the health of staff and members and therefore the operations from time to time.

The Centre has a team of dedicated staff and leaders. The Centre's Manager, Yvonne Kane, and Deputy Manager, Catherine Baker, have led the team throughout the last 7 years and before when it was part of AGE UK. The Trustees are committed to continue to support all the team with the appropriate training being offered and the 10 percent increase in salaries (October 2022) to reflect their hard work and dedication.

The Centre is open 3 days a week. It offers taster days for those considering the possibility of joining the Centre's activities. The Centre looks to open on a fourth day once demand allows for this return to the pre-Covid 19 level of service.

The Centre is always looking at new ways to enhance its provision of services. A recent SWOT analysis has suggested that there is an opportunity to explore the possibility of having an apprenticeship scheme or offering work experience to students in college. It is hoped that this will attract younger people which will add to the longevity of the service.

We remain committed to delivering a safe service for the benefit of the older population of Ipswich and the surrounding area and look forward to the challenges ahead.

Ian Meigh.
30/01/2024

Chairman.

Foxhall Centre

Annual Report to 31st March 2023

Trustees' Annual Report For the year ended 31 March 2023

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Company and Charity law require the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the Trustees have:

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Foxhall Centre

Annual Report to 31st March 2023

Trustees Annual Report (continued) **For the year ended 31 March 2023**

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Foxhall Centre

Annual Report to 31st March 2023

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Approved by the Board of Trustees

Reviewed 17 April 2018

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A target figure of £15,000 based on a three month winding-down period, was initially set in the 2017/18 budget. At the end of 2017/18, through prudent financial planning and a highly successful year, we were able to reach and exceed the recommended level of general reserves.

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Foxhall Centre

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The project funds have also been closely monitored. At the end of the period, one fund is showing a financial surplus on Revenue Funds due to the fact that expenditure on the underlying activities will be made in future periods.

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As mentioned above, the charity is dependent on the voluntary efforts of its members and volunteers. However, there is no significant degree of dependence on any single member or small group of members in respect of voluntary effort or financial contributions.

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Independent Examiner

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By Order of the Board

Signed

Date

Foxhall Centre

Annual Report to 31st March 2023

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of the Foxhall Centre for the year ended 31 March 2023.

Respective responsibilities of trustees and examiner

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 - o To prepare accounts which accord with the accounting records and
 - o To comply with the accounting requirements of the Charities Act

have not been met, or

- To which, in my opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached.



Rachel Marsh FMAAT AATQB
Marsh Accountancy
67 Gardeners Road
Debenham
Suffolk IP14 6RX

Date: 29 January 2024

Foxhall Centre Lavender Trust
Year ended 31 March 2023

Statement of Financial Activities

| | <i>Note</i> | <i>Unrestricted</i> | <i>Restricted</i> | <i>Total</i> | <i>2021/22</i> |
|--------------------------------------|-------------|---------------------|-------------------|----------------|-----------------|
| | | <i>£</i> | <i>£</i> | <i>£</i> | <i>£</i> |
| INCOMING RESOURCES | | | | | |
| Grant income | 3 | - | - | - | 16,291 |
| Charitable activity income | 3 | 149,786 | - | 149,786 | 105,261 |
| Fundraising and donations | 3 | 2,525 | 4,761 | 7,286 | 2,961 |
| Investment Income | | 267 | - | 267 | 240 |
| TOTAL INCOMING RESOURCES | | 152,579 | 4,761 | 157,340 | 124,752 |
| RESOURCES EXPENDED | | | | | |
| <i>Charitable Expenditure</i> | | | | | |
| Staff costs | 4 | 122,150 | - | 122,150 | 111,223 |
| Accommodation and office costs | 4 | 13,110 | - | 13,110 | 9,435 |
| Operational costs | 4 | 14,047 | - | 14,047 | 10,287 |
| Other costs | 4 | 3,156 | - | 3,156 | 3,971 |
| <i>Charitable Expenditure</i> | | 152,463 | - | 152,463 | 134,917 |
| <i>Fundraising Costs</i> | | - | - | - | 125 |
| TOTAL RESOURCES EXPENDED | | 152,463 | - | 152,463 | 135,042 |
| SURPLUS /(DEFICIT) | | 116 | 4,761 | 4,877 | (10,290) |
| Reserves B/F | | 172,846 | 2,582 | 175,428 | 185,718 |
| Balance carried forward | | 172,962 | 7,343 | 180,305 | 175,428 |

Foxhall Centre Lavender Trust
Balance Sheet as at 31 March 2023

| | <i>Note</i> | <i>31 March 2023</i> | <i>31 March 2022</i> |
|--|-------------|----------------------|----------------------|
| FIXED ASSETS | | | |
| Furniture and Equipment | 2 | 1,145 | 3,055 |
| <i>Tangible Fixed Assets</i> | | 1,145 | 3,055 |
| Current Assets | | | |
| <i>Debtors</i> | | | |
| Debtors | | 11,354 | 7,518 |
| Accrued income | | - | - |
| Payments in advance | | 1,608 | 1,455 |
| <i>Total Debtors</i> | | 12,962 | 8,973 |
| <i>Bank and Cash</i> | | | |
| Current Account | | 119,266 | 112,182 |
| Deposit Account | | 50,000 | 50,000 |
| Petty Cash Core | | 65 | 280 |
| Petty Cash kitchen | | 5 | 120 |
| Undeposited Funds | | 2,568 | 2,449 |
| <i>Cash at bank and in hand</i> | | 171,903 | 165,031 |
| Net Current Assets | | 184,866 | 174,005 |
| Current Liabilities | | | |
| Creditors | | 338 | - |
| Tax, National Insurance and Pensions | | 5,368 | 1,632 |
| <i>Current liabilities</i> | | 5,706 | 1,632 |
| Net Current Assets | | 179,159 | 172,373 |
| | | 180,305 | 175,428 |
| FUNDS | | | |
| Unrestricted Funds | | 172,962 | 172,846 |
| Restricted Funds | | 7,343 | 2,582 |
| | | 180,305 | 175,428 |

At the end of the period, restricted funds show a surplus balance due to the fact that income has been received in advance of expenditure on the projects' activities which will be made in future periods.

These financial statements were approved by the Board of Trustees on _____

Signed: _____

Name: _____

Foxhall Centre Lavender Trust
Year ended 31 March 2023

Notes to the Financial Statements
Year ended 31 March 2023

Note 1 Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014

- a) Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Volunteer time is not included in the financial statements.
- b) Grants are recognised in full in the statement of financial activities in the year in which they are receivable. Resources expended are recognised in the period in which they are incurred.
- c) Depreciation is provided at rates calculated to write down the cost or initial valuation of other assets on a straight line basis over their expected useful life to their estimated residual value.

The depreciation rates in use are as follows:

Furniture - 5 years

Computers and equipment- 1 year

Office Equipment - 1 year

Other Equipment - 5 years

Assets with a purchase price of less than £50 are written off in the year of purchase.

- d) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund together with a fair allocation of support costs.
- e) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the Trust.

Note 2 Fixed Assets

| | Computers | Furniture | Other Equipment | Total |
|-------------------------|--------------|----------------|--------------------|-----------------|
| | £ | £ | £ | £ |
| Cost | | | | |
| At 1 April 2022 | 896 | 7,049 | 4,229 | 12,174 |
| Additions | - | | 120 | 120 |
| Disposals | - | - | - | - |
| At 31 March 2023 | 896 | 7,049 | 4,349 | 12,294 |
| Depreciation | | | | |
| At 1 April 2022 | (896) | (4,590) | (3,633) | (9,119) |
| Charge for the year | - | (1,410) | (620) | (2,030) |
| Disposals | - | | - | - |
| At 31 March 2023 | (896) | (6,000) | (4,253) | (11,149) |
| Net book value | | | | |
| At 31 March 2023 | - | 1,050 | 96 | 1,145 |
| At 31 March 2022 | - | 2,459 | 596 | 3,055 |

Foxhall Centre Lavender Trust
Year ended 31 March 2023

Note 3 Analysis of incoming resources

| | Unrestricted £ | Restricted £ | 2022/23 £ | 2021/22 £ |
|---|-------------------|-----------------|----------------|----------------|
| Grant Income | | | | |
| Government Grants | - | - | - | 16,291 |
| Trust Grants | - | - | - | - |
| Other Grants | - | - | - | - |
| Grant Income | - | - | - | 16,291 |
| Charitable Activity Income | | | | |
| Private Attendance Fees | 90,233 | - | 90,233 | 66,974 |
| ACS Attendance Fees | 43,195 | - | 43,195 | 25,792 |
| Taster Day Fees | 510 | - | 510 | 630 |
| Meals Fees | 15,797 | - | 15,797 | 11,880 |
| Breakfast / Refreshment Fees | - | - | - | - |
| Bathing / Hairdressing Fees | 52 | - | 52 | (15) |
| Total Charitable Activity Income | 149,786 | - | 149,786 | 105,261 |
| Donations | | | | |
| Fundraising General | 2,525 | - | 2,525 | 2,034 |
| Fundraising Client | - | 4,761 | 4,761 | 926 |
| Total Donations | 2,525 | 4,761 | 7,286 | 2,961 |

Note 4 Analysis of resources expended

| Analysis | Unrestricted £ | Restricted £ | 2022/23 £ | 2021/22 £ |
|---------------------------------------|-------------------|-----------------|----------------|----------------|
| Staff Costs | | | | |
| Salaries | 114,023 | - | 114,023 | 104,935 |
| Pension costs | 6,336 | - | 6,336 | 3,617 |
| Recruitment | 643 | - | 643 | 1,369 |
| Staff training | 1,148 | - | 1,148 | 1,302 |
| Total | 122,150 | - | 122,150 | 111,223 |
| Accommodation and Office Costs | | | | |
| Property expenses | 4,200 | - | 4,200 | 4,156 |
| Telephone | 494 | - | 494 | 539 |
| Printing and publicity | 18 | - | 18 | 190 |
| Stationery | 221 | - | 221 | 286 |
| Postage | 364 | - | 364 | 276 |
| Equipment maintenance | 1,076 | - | 1,076 | 150 |
| It Costs | 1,221 | - | 1,221 | 236 |
| Insurance | 1,455 | - | 1,455 | 1,506 |
| Other office | 3,471 | - | 3,471 | 1,303 |
| Finance and payroll costs | 588 | - | 588 | 793 |
| Total | 13,110 | - | 13,110 | 9,435 |
| Operational | | | | |
| Activity Costs | 3,039 | - | 3,039 | 464 |
| Kitchen Costs | 7,940 | - | 7,940 | 6,824 |
| Cleaning / Protective Clothing | 3,068 | - | 3,068 | 2,999 |
| Total | 14,047 | - | 14,047 | 10,287 |
| Other Costs | | | | |
| Marketing Costs | 378 | - | 378 | 1,018 |
| Miscellaneous Centre Costs | 748 | - | 748 | 697 |
| Restricted Funding Expenditure | - | - | - | 125 |
| Depreciation | 2,030 | - | 2,030 | 2,256 |
| Total | 1,126 | - | 3,156 | 4,096 |

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

Foxhall Centre Lavender Trust
Year ended 31 March 2023

Note 4 cont.

| | | | |
|--------------------------|---|---|-----|
| Fundraising costs | | | |
| Fundraising Costs | - | - | 125 |

Note 5

5.1 Trustee Expenses

No trustees were paid expenses during the year

5.2 Fees for examination or audit of the accounts

| | 2022/23 | 2021/22 |
|---|---------|---------|
| | £ | £ |
| Independent examiner's or auditors' fees | 480 | 200 |
| Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor | - | - |

Note 6 Staff Costs

| | 2022/23 | 2021/22 |
|---|----------------|----------------|
| | £ | £ |
| 6.1 Gross wages, salaries and benefits in kind | 114,023 | 104,935 |
| Employer's National Insurance costs | - | - |
| Pension costs | 6,336 | 3,617 |
| Recruitment Costs | 643 | 1,369 |
| Staff Training | 1,148 | 1,302 |
| Total staff costs | 122,150 | 111,223 |

6.2 The average number of employees employed in the year was 11

Note 7 Movement in Restricted Funds

| | At the start of the Year | Incoming Resources | Resources Expended | Balance at Year end |
|--------------------|-----------------------------|-----------------------|-----------------------|------------------------|
| | £ | £ | £ | £ |
| Client Fundraising | 2,582 | 4,761 | - | 7,343 |
| Total Funds | 2,582 | 4,761 | 0 | 7,343 |

Note 8 Purposes of Restricted funds

Client Fundraising

Funds raised by clients to be used to fund activities and events directly benefiting the clients

FOXHALL CENTRE

England & Wales - Charity number 1171154

Accounts

**Foxhall Centre
Annual Report to 31st March 2022**



Foxhall Centre

Charitable Incorporated Organisation

**Annual Report & Financial Statements
Year ended 31st March 2022**

Registered Charity No 1171154

**110 Parliament Road
Ipswich
Suffolk IP4 5EP**

Foxhall Centre
Annual Report to 31st March 2022

Index to the Trustee's Report and Financial Statements
For the year ended 31 March 2022

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| Review of Activities | 4 |
| Statement of Public Benefit | 5 |
| Review of the Transactions and Financial Position of the Charity | 6 |
| Independent Examiner's Report | 7 |
| Statement of Financial Activities | 8 |
| Balance Sheet | 9 |
| Accounting Policies and Notes to the Accounts | 10 - 12 |

Foxhall Centre
Annual Report to 31st March 2022

Foxhall Centre

Charitable Incorporated Organisation No. 1171154

Trustees

Ian Meigh
Peter Dodd CTA
William Henry
Victoria Hosking
Jana Burton
Geoffrey Meech

Chair
Treasurer (retired 31 March 2021)

Appointed 07 December 2021
Appointed 07 December 2021

Registered Office Address

110 Parliament Road
Ipswich
Suffolk
IP4 5EP

Bankers

Virgin Money

Independent Examiner

Rachel Marsh FMAAT
Marsh Accountancy
67 Gardeners Road
Debenham
Suffolk IP14 6RX

Management Team

Yvonne Kane

Centre Manager

Operations Manager

Catherine Baker

Deputy Centre Manager

Foxhall Centre
Annual Report to 31st March 2022

Report from the Chair

The Foxhall Centre Lavender Trust provides care and support for older people, many of whom are living with dementia and/or other long term health conditions. It provides far more than just care and support services however as it provides an opportunity for members to meet with others of a similar age in a happy welcoming environment where they can take the opportunity to enjoy conversations with old and new friends, have fun, and take part in activities and enjoy the entertainment.

The management team and staff have worked hard to make a success of the new circumstances that the Centre finds itself in following on from the disruption to the services from the effects of the Covid 19 crisis. The attendance figures for members attending the Centre has gradually increased over the last year, which is very positive. The Centre is operating on 3 days of the week, with hopes that in the not too distant future, it can return to opening on 4 days a week.

Of course I must mention the retirement of Peter Dodd, Treasurer and Trustee, and Debbie Dodd, Administrative Manager, on 31st March 2022. Peter and Debbie were instrumental in helping save the Foxhall Centre from closure in 2017. Peter set up the Charitable Incorporated Organisation that is the Foxhall Centre Lavender Trust. Debbie and Peter undertook to take responsibility for all operational compliance and financial matters. They steered the organisation over the 5 years to achieve the financially secure position that the organisation is in today.

I must also mention the reluctant retirement, through ill health, of William Henry, Trustee, who took over the role of Treasurer from Peter Dodd. William supported the organisation for 5 years.

We enter the new financial year with a strong balance sheet. Our continued success depends on maintaining our ability to attract new members and promote our services within the community. I would like to thank all of the staff for their support, commitment and dedication to providing the services of the Foxhall Centre to its members. It is this constant and exceptional work which makes the Foxhall Centre the success it is.

Ian Meigh.
30.01.2023

Chairman.

Foxhall Centre Annual Report to 31st March 2022

Trustees' Annual Report For the year ended 31 March 2022

The Trustees, submit their annual report and the independently examined financial statements for the year ended 31 March 2021.

Structure, Governance and Management.

Governing instrument

The Charity is governed as a Charitable Incorporated Organisation (CIO). The constitution was agreed and registered with the Charity Commission on 17th January 2017. The Charity is governed by its Board of Trustees.

Trustees and Operational Structure

The Trustees of the Centre during the year were as shown on the previous page. The Trustees are responsible for the strategic direction, governance and policies of the CIO. The day to day operation of the Centre is delegated to the Management Team consisting of the Centre Manager, Operations Manager, and the Deputy Centre Manager.

Governance and Internal Control

Company and Charity law require the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the Trustees have:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- prepared the financial statements on the going concern basis.

The Trustees have overall responsibility for ensuring that the charity has an appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- the charity is operating efficiently and effectively;
- its assets are safeguarded against unauthorised use or disposition;
- proper records are maintained and financial information used within the charity for publication is reliable; and
- the charity complies with relevant laws and regulations.

The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include:

- a strategic plan and an annual budget approved by the Trustees;
- regular consideration by the Trustees of financial results, variance from budgets, and non-financial performance;
- delegation of authority and segregation of duties;
- identification and management of risks.

The Trustees are pleased to report that the charity's internal financial controls, in particular, conform with guidelines issued by the Charity Commission.

Foxhall Centre

Annual Report to 31st March 2022

Trustees Annual Report (continued) **For the year ended 31 March 2022**

Objectives and Activities

The objects of the CIO are:-

- To relieve elderly people and those with a disability resident in Ipswich and surrounding areas who are in need, by the provision of a day centre for such persons, and items, services or facilities calculated to relieve the needs of such persons.
- To promote and assist the general good of all elderly people by assisting the work of statutory authorities and voluntary organisations engaged in providing facilities for physical and mental recreation, developing physical improvement, furthering health, relieving poverty, distress or sickness.
- To relieve financial hardship, sickness and poor health amongst elderly people

The Foxhall Centre is a local independent charity which provides a range of activities and services from the Foxhall Centre Lavender Trust venue, for people over the age of fifty, with the aim of improving quality of life and offering practical support, advice and information.

Foxhall Centre

Annual Report to 31st March 2022

Reserves Policy

At their meeting on 9 May 2017, the Trustees reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission and resolved that:

- a) That the General Reserve should be established and built up to a level which would finance a reasonable period in which to run down the organisation's operations in the event of a major loss of funding.
- b) That the level of General Reserve should be reviewed in line with this policy on an annual basis.

Approved by the Board of Trustees

Reviewed 17 April 2018

Supporting Statement

A target figure of £15,000 based on a three month winding-down period, was initially set in the 2017/18 budget. At the end of 2017/18, through prudent financial planning and a highly successful year, we were able to reach and exceed the recommended level of general reserves.

Having reviewed this figure, this level was thought insufficient to ensure sufficient time and facilities would be available to ensure all customers are able to secure alternative care arrangements, and to enable smooth transition, in the event of the Centre's closure.

At their meeting on 17th April 2018 the Trustees agreed that a target figure of £60,000 based on a six month winding-down period should be set and maintained.

Statement of Public Benefit

The objectives, and review of achievements and performance sections of this report clearly set out the activities which the Charity undertakes for the public benefit.

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the public benefit guidance published by the Commission in determining the activities undertaken by the Charity.

Foxhall Centre

Annual Report to 31st March 2022

Review of the transactions and financial position of the charity

The format of the financial statements and accounts is in accordance with the recommendations of the Statement of Recommended Practice for Charity Accounts. Income and expenditure is analysed between restricted and non-restricted funds in the Statement of Financial Activities on page 12 and the balance sheet is included on page 13.

Results for the period

The Income and Expenditure Account shows net deficit on unrestricted funds for the year ended 31 March 2022 of (£11,091) (2021 -deficit (£837)). There is a surplus on all unrestricted funds of £172,846 (2021 – £183,937) at 31 March 2022.

The project funds have also been closely monitored. At the end of the period, one fund is showing a financial surplus on Revenue Funds due to the fact that expenditure on the underlying activities will be made in future periods.

Financial position at balance sheet date

The Board considers that the charity's financial position at the balance sheet date is satisfactory.

Degree of financial dependency

As mentioned above, the charity is dependent on the voluntary efforts of its members and volunteers. However, there is no significant degree of dependence on any single member or small group of members in respect of voluntary effort or financial contributions.

Political contributions

The charity made no political contributions during the year.

Independent Examiner

In accordance with the Charities Act 2011, the financial statements have been independently examined by Rachel Marsh FMAAT of Marsh Accountancy.

By Order of the Board

Signed

Date

Foxhall Centre Annual Report to 31st March 2022

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of the Foxhall Centre for the year ended 31 March 2022.

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 the year under section 114 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the financial statements 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 report

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 consideration of any unusual items or disclosures in the accounts and seeking explanations for you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit 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:

- Which gives reasonable cause to believe that in any material respect the requirements
 - o To keep accounting records in accordance with Section 130 of the Charities Act and
 - o To prepare accounts which accord with the accounting records and
 - o To comply with the accounting requirements of the Charities Act

have not been met, or

- To which, in my opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached.



Rachel Marsh FMAAT AATQB
Marsh Accountancy
67 Gardeners Road
Debenham
Suffolk IP14 6RX

Date: 29 January 2022

Foxhall Centre Lavender Trust
Year ended 31 March 2022

Statement of Financial Activities

| | <i>Note</i> | <i>Unrestricted</i> | <i>Restricted</i> | <i>Total</i> | <i>2021/22</i> |
|--------------------------------------|-------------|---------------------|-------------------|-----------------|----------------|
| | | <i>£</i> | <i>£</i> | <i>£</i> | <i>£</i> |
| INCOMING RESOURCES | | | | | |
| Grant income | 3 | 16,291 | - | 16,291 | 102,457 |
| Charitable activity income | 3 | 105,261 | - | 105,261 | 23,358 |
| Fundraising and donations | 3 | 2,034 | 926 | 2,961 | 4,598 |
| Investment Income | | 240 | | 240 | 514 |
| TOTAL INCOMING RESOURCES | | 123,826 | 926 | 124,752 | 130,927 |
| RESOURCES EXPENDED | | | | | |
| <i>Charitable Expenditure</i> | | | | | |
| Staff costs | 4 | 111,223 | - | 111,223 | 119,381 |
| Accommodation and office costs | 4 | 9,435 | | 9,435 | 6,196 |
| Operational costs | 4 | 10,287 | - | 10,287 | 2,633 |
| Other costs | 4 | 3,971 | - | 3,971 | 3,387 |
| <i>Charitable Expenditure</i> | | 134,917 | - | 134,917 | 131,597 |
| <i>Fundraising Costs</i> | | - | 125 | 125 | 5 |
| TOTAL RESOURCES EXPENDED | | 134,917 | 125 | 135,042 | 131,602 |
| SURPLUS /(DEFICIT) | | (11,091) | 801 | (10,290) | (674) |
| Reserves B/F | | 183,937 | 1,781 | 185,718 | 186,392 |
| Balance carried forward | | 172,846 | 2,582 | 175,428 | 185,718 |

Foxhall Centre Lavender Trust
Balance Sheet as at 31 March 2021

| | <i>Note</i> | <i>31 March 2022</i> | <i>31 March 2021</i> |
|--|-------------|----------------------|----------------------|
| FIXED ASSETS | | | |
| Furniture and Equipment | 2 | 3,055 | 5,311 |
| <i>Tangible Fixed Assets</i> | | 3,055 | 5,311 |
| Current Assets | | | |
| <i>Debtors</i> | | | |
| Debtors | | 7,518 | 713 |
| Accrued income | | - | - |
| Payments in advance | | 1,455 | 1,506 |
| <i>Total Debtors</i> | | 8,973 | 2,219 |
| <i>Bank and Cash</i> | | | |
| Current Account | | 112,182 | 130,192 |
| Deposit Account | | 50,000 | 50,000 |
| Petty Cash Core | | 280 | 300 |
| Petty Cash kitchen | | 120 | 120 |
| Undeposited Funds | | 2,449 | 5 |
| <i>Cash at bank and in hand</i> | | 165,031 | 180,617 |
| Net Current Assets | | 174,005 | 182,836 |
| Current Liabilities | | | |
| Creditors | | - | 418 |
| Tax and National Insurance | | 1,632 | 2,012 |
| <i>Current liabilities</i> | | 1,632 | 2,430 |
| Net Current Assets | | 172,373 | 180,406 |
| | | 175,428 | 185,717 |
| FUNDS | | | |
| Unrestricted Funds | | 172,846 | 183,937 |
| Restricted Funds | | 2,582 | 1,780 |
| | | 175,428 | 185,717 |

At the end of the period, restricted funds show a surplus balance due to the fact that income has been received in advance of expenditure on the projects' activities which will be made in future periods.

These financial statements were approved by the Board of Trustees on _____

Signed: _____

Name: _____

Foxhall Centre Lavender Trust
Year ended 31 March 2022

Notes to the Financial Statements
Year ended 31 March 2022

Note 1 Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014

- a) Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Volunteer time is not included in the financial statements.
- b) Grants are recognised in full in the statement of financial activities in the year in which they are receivable. Resources expended are recognised in the period in which they are incurred.
- c) Depreciation is provided at rates calculated to write down the cost or initial valuation of other assets on a straight line basis over their expected useful life to their estimated residual value.

The depreciation rates in use are as follows:

Furniture - 5 years

Computers and equipment- 1 year

Office Equipment - 1 year

Other Equipment - 5 years

Assets with a purchase price of less than £50 are written off in the year of purchase.

- d) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund together with a fair allocation of support costs.
- e) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the Trust.

Note 2 Fixed Assets

| | Computers | Furniture | Other Equipment | Total |
|-------------------------|--------------|----------------|--------------------|----------------|
| | £ | £ | £ | £ |
| Cost | | | | |
| At 1 April 2022 | 896 | 7,049 | 4,229 | 12,174 |
| Additions | - | - | - | - |
| Disposals | - | - | - | - |
| At 31 March 2022 | 896 | 7,049 | 4,229 | 12,174 |
| Depreciation | | | | |
| At 1 April 2021 | (896) | (3,180) | (2,787) | (6,863) |
| Charge for the year | - | (1,410) | (846) | (2,256) |
| Disposals | - | - | - | - |
| At 31 March 2022 | (896) | (4,590) | (3,633) | (9,119) |
| Net book value | | | | |
| At 31 March 2022 | - | 2,459 | 596 | 3,055 |
| At 31 March 2021 | - | 5,279 | 2,288 | 7,567 |

Foxhall Centre Lavender Trust
Year ended 31 March 2022

Note 3 Analysis of incoming resources

| | Unrestricted £ | Restricted £ | 2021/22 £ | 2020/21 £ |
|---|-------------------|-----------------|----------------|----------------|
| Grant Income | | | | |
| Government Grants | 16,291 | - | 16,291 | 102,457 |
| Trust Grants | - | - | - | - |
| Other Grants | - | - | - | - |
| Grant Income | 16,291 | - | 16,291 | 1,954 |
| Charitable Activity Income | | | | |
| Private Attendance Fees | 66,974 | - | 66,974 | 13,792 |
| ACS Attendance Fees | 25,792 | - | 25,792 | 6,721 |
| Taster Day Fees | 630 | - | 630 | 210 |
| Meals Fees | 11,880 | - | 11,880 | 2,613 |
| Breakfast / Refreshment Fees | - | - | - | - |
| Bathing / Hairdressing Fees | (15) | - | (15) | 22 |
| Total Charitable Activity Income | 105,261 | - | 105,261 | 169,318 |
| Donations | | | | |
| Fundraising General | 2,034 | - | 2,034 | 4,435 |
| Fundraising Client | - | 926 | 926 | 163 |
| Total Donations | 2,034 | 926 | 2,961 | 19,175 |

Note 4 Analysis of resources expended

| Analysis | Unrestricted £ | Restricted £ | 2021/22 £ | 2020/21 £ |
|---------------------------------------|-------------------|-----------------|----------------|----------------|
| Staff Costs | | | | |
| Salaries | 104,935 | - | 104,935 | 115,261 |
| Pension costs | 3,617 | - | 3,617 | 3,580 |
| Recruitment | 1,369 | - | 1,369 | - |
| Staff training | 1,302 | - | 1,302 | 540 |
| Total | 111,223 | - | 111,223 | 114,662 |
| Accommodation and Office Costs | | | | |
| Property expenses | 4,156 | - | 4,156 | 2,621 |
| Telephone | 539 | - | 539 | 628 |
| Printing and publicity | 190 | - | 190 | - |
| Stationery | 286 | - | 286 | 85 |
| Postage | 276 | - | 276 | 108 |
| Equipment maintenance | 150 | - | 150 | - |
| It Costs | 236 | - | 236 | 112 |
| Insurance | 1,506 | - | 1,506 | 1,569 |
| Other office | 1,303 | - | 1,303 | 359 |
| Finance and payroll costs | 793 | - | 793 | 715 |
| Total | 9,435 | - | 9,435 | 9,929 |
| Operational | | | | |
| Activity Costs | 464 | - | 464 | 124 |
| Kitchen Costs | 6,824 | - | 6,824 | 1,305 |
| Cleaning / Protective Clothing | 2,999 | - | 2,999 | 1,203 |
| Total | 10,287 | - | 10,287 | 14,322 |
| Other Costs | | | | |
| Marketing Costs | 1,018 | - | 1,018 | - |
| Miscellaneous Centre Costs | 697 | - | 697 | 235 |
| Restricted Funding Expenditure | - | 125 | 125 | - |
| Depreciation | 2,256 | - | 2,256 | 3,152 |
| Total | 1,715 | 125 | 4,096 | 3,636 |

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

Foxhall Centre Lavender Trust
Year ended 31 March 2022

Note 4 cont.

| | | | |
|--------------------------|---|-----|-----|
| Fundraising costs | | | |
| Fundraising Costs | - | 125 | 125 |
| | | | 5 |

Note 5

5.1 Trustee Expenses

No trustees were paid expenses during the year

5.2 Fees for examination or audit of the accounts

| | 2021/22 | 2020/21 |
|---|---------|---------|
| | £ | £ |
| Independent examiner's or auditors' fees | 200 | 200 |
| Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor | - | - |

Note 6 Staff Costs

| | 2021/22 | 2020/21 |
|---|----------------|---------|
| | £ | £ |
| 6.1 Gross wages, salaries and benefits in kind | 104,935 | 115,261 |
| Employer's National Insurance costs | - | - |
| Pension costs | 3,617 | 3,580 |
| Recruitment Costs | 1,369 | - |
| Staff Training | 1,302 | 540 |
| Total staff costs | 111,223 | 114,662 |

6.2 The average number of employees employed in the year was 11

Note 7 Movement in Restricted Funds

| | At the start of the Year | Incoming Resources | Resources Expended | Balance at Year end |
|--------------------|-----------------------------|-----------------------|-----------------------|------------------------|
| | £ | £ | £ | £ |
| Client Fundraising | 1,781 | 926 | 125 | 2,582 |
| Total Funds | 1,781 | 926 | 125 | 2,582 |

Note 8 Purposes of Restricted funds

Client Fundraising

Funds raised by clients to be used to fund activities and events directly benefiting the clients

FOXHALL CENTRE

England & Wales - Charity number 1171154

Accounts



Foxhall Centre

Charitable Incorporated Organisation

Annual Report & Financial Statements Year Ended 31st March 2021

Registered Charity No 1171154

110 Parliament Road
Ipswich
IP4 5EP

Foxhall Centre
Annual Report to 31 March 2021

Trustees' Report and Financial Statements

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Foxhall Centre
Annual Report to 31 March 2021

Foxhall Centre

Registered Charitable Incorporated Organisation No 1171154

Trustees

Ian Meigh

Peter Dodd CTA

Sharron Cozens

Vicky Hosking

William Henry

Chair

Treasurer

Retired 5th March 2021

Registered Office Address

110 Parliament Road
Ipswich IP4 5EP

Bankers

Co-operative Bank PLC
PO Box 250,
Delf House,
Southway,
Skelmersdale,
WN8 6WT

Independent Examiner

Rachel Marsh FMAAT AATQB
Marsh Accountancy
67 Gardeners Road
Debenham
Suffolk IP14 6RX

Management Team

Yvonne Kane

Debbie Dodd

Catherine Baker

Centre Manager

Operations Manager

Deputy Centre Manager

Foxhall Centre
Annual Report to 31 March 2021

Report from the Chair

The Foxhall Centre Lavender Trust provides care and support for older people, many of whom are living with dementia and/or other long term health conditions. It provides far more than just care and support services however as it provides an opportunity for the older people of Ipswich, and the surrounding area, to meet people and enjoy regular conversation with old and new friends.

It is also a centre that helps to combat loneliness and isolation by providing a happy, welcoming environment where its members can benefit from companionship with others of a similar age; have fun; take part in a range of stimulating and fun activities and enjoy a variety of entertainment.

Unfortunately, the Covid 19 crisis severely restricted our operations this year as we were forced to close when the national lockdown was announced in March and the centre did not open again until mid August. We thank the management team who worked extremely hard putting in place appropriate safety measures to keep our returning members and staff safe on re-opening in August but sadly, due to the need for social distancing our numbers were severely restricted to just 10 per day. There was further disappointment when the second national lockdown was announced in the Autumn which led to the centre remaining closed for the rest of the financial year.

Whilst closed we were fortunate enough to be supported financially by Adult Community Services until the end of the year and were also able to apply for the government's financial Furlough scheme support payments which meant we did not lose any staff during the pandemic.

The management team worked hard to keep in touch with members and to carry out welfare checks especially for members known to live on their own whilst the centre was closed and this was very much appreciated by both members and their families as well as the Board of Trustees.

Despite the challenges every person and organisation has faced during the year, we cannot thank those individuals and organisations enough that have continued to support us. A special mention however must be given to Fynn Valley Golf Club, the Ladies that Lunch and the White House Ladies Club for their amazing support during the year. Without such support from individuals, and local organisations and groups we would not have been able to maintain our services and be in a position to re-open again as soon as it was possible to do so.

Of course I must mention the reluctant retirement of Sharron Cozens from the Board of Trustees and thank her sincerely for her support and guidance as a board member. Sharron had a wealth of social care experience and will be greatly missed from the Board. We must also sincerely thank Sharron for her amazing fundraising efforts also having raised thousands of pounds for the organisation over the past two years.

As we enter the next financial year, our future remains uncertain. Our success will be dependent on our ability to return to operating fully and increasing our member numbers to pre-covid levels. Marketing will be essential and every effort will be made to promote the excellent services offered by our staff. I would like to thank all the staff for their support, commitment and dedication to keeping the Foxhall Centre available for the benefit of the community during these exceptional and difficult times

We remain committed to delivering safe services for the benefit the older population of Ipswich and look forward to the challenge ahead.

Ian Meigh

Chairman

13 July 2021

Foxhall Centre
Annual Report to 31 March 2021

Trustees' Annual Report

The Trustees, submit their annual report and the independently examined financial statements for the year ended 31 March 2021.

Structure, Governance and Management.

Governing instrument

The Charity is governed as a Charitable Incorporated Organisation (CIO).

The constitution was agreed and registered with the Charity Commission on 17th January 2017.

The Charity is governed by its Board of Trustees.

Trustees and Operational Structure

The Trustees of the Centre during the year were as shown on the previous page.

The Trustees are responsible for the strategic direction, governance and policies of the CIO. The day to day operation of the Centre is delegated to the Management Team consisting of the Centre Manager, Operations Manager, and the Deputy Centre Manager.

Governance and Internal Control

Company and Charity law require the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the Trustees have:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- prepared the financial statements on the going concern basis.

The Trustees have overall responsibility for ensuring that the charity has an appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- the charity is operating efficiently and effectively;
- its assets are safeguarded against unauthorised use or disposition;
- proper records are maintained and financial information used within the charity for publication is reliable; and
- the charity complies with relevant laws and regulations.

The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include:

- a strategic plan and an annual budget approved by the Trustees;
- regular consideration by the Trustees of financial results, variance from budgets, and non-financial performance;
- delegation of authority and segregation of duties;
- identification and management of risks.

The Trustees are pleased to report that the charity's internal financial controls, in particular, conform with guidelines issued by the Charity Commission.

Foxhall Centre
Annual Report to 31 March 2021

Objectives and Activities

The objects of the CIO are:-

- To relieve elderly people and those with a disability resident in Ipswich and surrounding areas who are in need, by the provision of a day centre for such persons, and items, services or facilities calculated to relieve the needs of such persons.
- To promote and assist the general good of all elderly people by assisting the work of statutory authorities and voluntary organisations engaged in providing facilities for physical and mental recreation, developing physical improvement, furthering health, relieving poverty, distress or sickness.
- To relieve financial hardship, sickness and poor health amongst elderly people

The Foxhall Centre is a local independent charity which provides a range of activities and services from the Foxhall Centre Lavender Trust venue, for people over the age of fifty, with the aim of improving quality of life and offering practical support, advice and information.

Foxhall Centre
Annual Report to 31 March 2021

Review of Activities 2020/21

Achievements and performance

Services offered

The Foxhall Centre Lavender Trust continues to provide professional support for older people living in Ipswich and the surrounding areas. We are a Dementia Friendly charity and all our staff are fully trained to provide person centred care and support tailored to the individual needs of those attending the centre.

Our services are aimed at supporting older people to remain independent and living in their own homes for as long as they able to do so, and we pride ourselves in the quality of care and support provided and the friendly and relaxed atmosphere of our centre where there is always fun and laughter.

Our activities are both mentally and physically stimulating and encourage and enable our members to maintain their memory and communication skills through discussion and reminiscence especially when taking part in activities such as, musical bingo, quizzes and games. They also help members to maintain and/or improve their mobility and dexterity when, for example: doing gentle exercises, baking, gardening or moving/dancing to the musical entertainment

Our small dedicated team of staff take the time needed to get to know every individual member so that activities can be offered that will be enjoyed and engaging for everyone. This year our events have been severely limited both due to the social distancing requirements and the safety precautions required to keep both staff and members safe throughout the day.

Dignity and respect is really important to us, as is valuing every member for what they can bring to the centre. Everyone is welcome regardless of their circumstances and/or personal needs.

The safety of our staff and members is of course paramount and sadly we had to temporarily close our doors towards the end of March 2020 due to the Covid 19 crisis. During the year we were able to operate for 12 weeks between 18 August 2020 and 4 November 2020, before the second lockdown forced our closure once again.

The centre will remain closed into the new financial year until such time as the government indicates it is safe for us to reopen and all the necessary safety precautions have been implemented.

Foxhall Centre

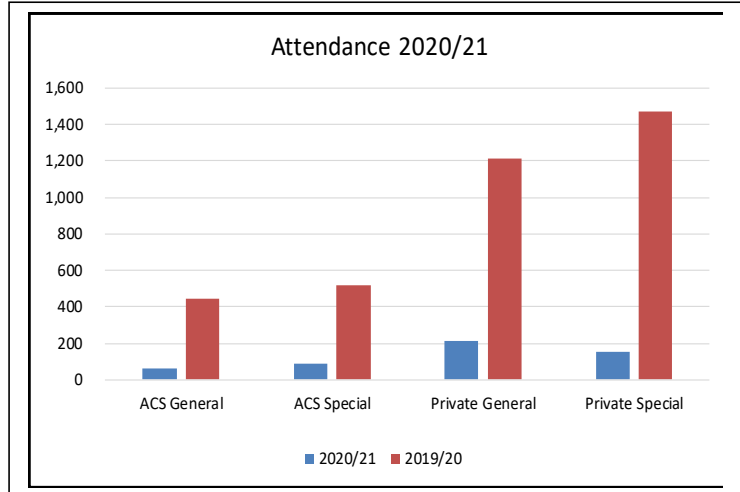
Annual Report to 31 March 2021

Day Services

Our services can be accessed directly or via referral from local authorities and/or other voluntary organisations.

Members can attend as many times a week as they wish/need and for the whole day, or half a day depending on their needs.

In 2020/21 we provided a total of 515 (2019/20 - 3647) core sessions of which 71% (2019/20 - 73%) were privately funded. The period during which we were able to open was limited to 12 weeks due to the Covid 19 crisis



Additional Services

In addition to the care and support provided we also offer the following additional services which can be accessed by our members as and when required:

- Chiropody
- Hairdressing

Refreshments

We provide our members with a choice of a 2 course mid-day meal which is home cooked and nutritious and which meets the individual dietary needs of our members. In addition, we also provide the following refreshments

- Light Breakfast as required
- Packed Tea (Sandwiches and Cake) as required
- Snacks during the day

During 2019/20 we provided 502 lunches (2019/20 - 3818) but no other refreshments (2019/20 – 16).

Staffing.

During the year we employed an average of eleven part time staff. Due to safety concerns and the need for social distancing our volunteers were asked to keep away from the centre until such time as all restrictions were lifted. We look forward to their return as they are an important part of our team.

Future plans

The charity was successful during the first three years operation and built up both its finances and members to ensure the charity's sustainability. The Covid19 crisis has and continues to significantly impact on the charity both in terms of its financial resources and its membership as was expected. Our numbers dropped by more than 50% for the short period we were open and we expect it will drop further once we reopen.

Foxhall Centre
Annual Report to 31 March 2021

Whilst the future therefore remains uncertain the management team remain positive and in terms of the immediate future, they will focus of getting the centre fully operational again taking into account any precautions that will be required to be kept in place to keep staff and members safe whilst at the centre. Work will also be focused on attracting new members to the centre.

Funders

We wish to express our sincere thanks for all the support and enthusiasm of all our funders and fundraisers without whom the continued success of the Centre, and survival of the temporary enforced closure due to Covid 19 could not happen.

Specific mention should be made of the Suffolk County Council Adult Care Services support grant and the government's Job Retention Scheme as well as the donations made by individuals, families and clubs which combined have enabled us to limit the amount of the deficit to a reasonable level

| | |
|--------------------------------------|--------------------------------|
| Betty Ortiz | Mr and Mrs Hunt |
| Edna Garnham family (Dec'd) | Mr Kemish |
| Fynn Valley Golf Club | Ladies that Lunch |
| Eve Greenhaugh family (Dec'd) | White Horse Ladies Club |
| Mr and Mrs Gunnell | |

and the many others.

Foxhall Centre
Annual Report to 31 March 2021

Reserves Policy

At their meeting on 9 May 2017, the Trustees reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission and resolved that:

- a) That the General Reserve should be established and built up to a level which would finance a reasonable period in which to run down the organisation's operations in the event of a major loss of funding.
- b) That the level of General Reserve should be reviewed in line with this policy on an annual basis.

Approved by the Board of Trustees
Reviewed 17 April 2018

Supporting Statement

A target figure of £15,000 based on a three month winding-down period, was initially set in the 2017/18 budget. At the end of 2017/18, through prudent financial planning and a highly successful year, we were able to reach and exceed the recommended level of general reserves.

Having reviewed this figure, this level was thought insufficient to ensure sufficient time and facilities would be available to ensure all customers are able to secure alternative care arrangements, and to enable smooth transition, in the event of the Centre's closure.

At their meeting on 17th April 2018 the Trustees agreed that a target figure of £60,000 based on a six month winding-down period should be set and maintained.

Statement of Public Benefit

The objectives, and review of achievements and performance sections of this report clearly set out the activities which the Charity undertakes for the public benefit.

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the public benefit guidance published by the Commission in determining the activities undertaken by the Charity.

Foxhall Centre
Annual Report to 31 March 2021

Review of the transactions and financial position of the charity

The format of the financial statements and accounts is in accordance with the recommendations of the Statement of Recommended Practice for Charity Accounts. Income and expenditure is analysed between restricted and non-restricted funds in the Statement of Financial Activities on page 12 and the balance sheet is included on page 13.

Results for the period

The Income and Expenditure Account shows net deficit on unrestricted funds for the year ended 31 March 2021 of (£837) (2019/20 -surplus £46,858). There is a surplus on all unrestricted funds of £183,937 (2019/20 – £184,775) at 31 March 2021

The project funds have also been closely monitored. At the end of the period, one fund is showing a financial surplus on Revenue Funds due to the fact that expenditure on the underlying activities will be made in future periods.

Financial position at balance sheet date

The Board considers that the charity's financial position at the balance sheet date is satisfactory.

Degree of financial dependency

As mentioned above, the charity is dependent on the voluntary efforts of its members and volunteers. However, there is no significant degree of dependence on any single member or small group of members in respect of voluntary effort or financial contributions.

Political contributions

The charity made no political contributions during the year.

Independent Examiner

In accordance with the Charities Act 2011, the financial statements have been independently examined by Rachel Marsh FMAAT AATQB

By Order of the Board

Signed

Date 13 July 2021



Peter Dodd CTA

Hon. Treasurer

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of the Foxhall Centre for the year ended 31 March 2021.

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 the year under section 114 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the financial statements 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 report

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 consideration of any unusual items or disclosures in the accounts and seeking explanations for you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit 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:

- Which gives reasonable cause to believe that in any material respect the requirements
 - o To keep accounting records in accordance with Section 130 of the Charities Act and
 - o To prepare accounts which accord with the accounting records and
 - o To comply with the accounting requirements of the Charities Act

have not been met, or

- To which, in my opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached.



Rachel Marsh FMAAT AATQB
Marsh Accountancy
67 Gardeners Road
Debenham
Suffolk IP14 6RX

Date: 27 August 2021

Foxhall Centre Lavender Trust
Year ended 31 March 2021

Statement of Financial Activities

| | <i>Note</i> | <i>Unrestricted</i> | <i>Restricted</i> | <i>Total</i> | <i>2019-20</i> |
|---------------------------------|-------------|---------------------|-------------------|----------------|----------------|
| | | £ | £ | £ | £ |
| INCOMING RESOURCES | | | | | |
| Grant income | 3 | 102,457 | - | 102,457 | 1,954 |
| Charitable activity income | 3 | 23,358 | - | 23,358 | 169,318 |
| Fundraising and donations | 3 | 4,435 | 163 | 4,598 | 19,175 |
| Investment Income | | 514 | | 514 | 379 |
| TOTAL INCOMING RESOURCES | | 130,764 | 163 | 130,927 | 190,826 |
| RESOURCES EXPENDED | | | | | |
| <i>Charitable Expenditure</i> | | | | | |
| Staff costs | 4 | 119,381 | - | 119,381 | 114,662 |
| Accommodation and office costs | 4 | 6,196 | | 6,196 | 9,929 |
| Operational costs | 4 | 2,633 | - | 2,633 | 14,322 |
| Other costs | 4 | 3,387 | - | 3,387 | 3,636 |
| <i>Charitable Expenditure</i> | | 131,597 | - | 131,597 | 142,549 |
| <i>Fundraising Costs</i> | | 5 | | 5 | 226 |
| TOTAL RESOURCES EXPENDED | | 131,602 | - | 131,602 | 142,775 |
| SURPLUS /(DEFICIT) | | (837) | 163 | (674) | 48,051 |
| Reserves B/F | | 184,775 | 1,617 | 186,392 | 138,340 |
| Balance carried forward | | 183,937 | 1,780 | 185,717 | 186,392 |

Foxhall Centre Lavender Trust
Balance Sheet as at 31 March 2021

| | <i>Note</i> | <i>31 March 2021</i> | <i>31 March 2020</i> |
|---------------------------------|-------------|----------------------|----------------------|
| FIXED ASSETS | | | |
| Furniture and Equipment | 2 | 5,311 | 7,567 |
| <i>Tangible Fixed Assets</i> | | 5,311 | 7,567 |
| Current Assets | | | |
| <i>Debtors</i> | | | |
| Debtors | | 713 | 10,869 |
| Accrued income | | - | 1,954 |
| Payments in advance | | 1,506 | |
| <i>Total Debtors</i> | | 2,219 | 12,823 |
| <i>Bank and Cash</i> | | | |
| Current Account | | 130,192 | 61,367 |
| Deposit Account | | 50,000 | 100,000 |
| Petty Cash Core | | 300 | 422 |
| Petty Cash kitchen | | 120 | 390 |
| Undeposited Funds | | 5 | 4,303 |
| <i>Cash at bank and in hand</i> | | 180,617 | 166,482 |
| Net Current Assets | | 182,836 | 179,305 |
| Current Liabilities | | | |
| Creditors | | 418 | 480 |
| Tax and National Insurance | | 2,012 | |
| <i>Current liabilities</i> | | 2,430 | 480 |
| Net Current Assets | | 180,406 | 178,824 |
| | | 185,717 | 186,392 |
| FUNDS | | | |
| Unrestricted Funds | | 183,937 | 184,775 |
| Restricted Funds | | 1,780 | 1,617 |
| | | 185,717 | 186,392 |

At the end of the period, restricted funds show a surplus balance due to the fact that income has been received in advance of expenditure on the projects' activities which will be made in future periods.

These financial statements were approved by the Board of Trustees on 13 July 2021

Signed:- Ilan Meigh - Chair

Foxhall Centre Lavender Trust
Year ended 31 March 2021

Notes to the Financial Statements
Year ended 31 March 2021

Note 1 Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014

- a) Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Volunteer time is not included in the financial statements.
- b) Grants are recognised in full in the statement of financial activities in the year in which they are receivable. Resources expended are recognised in the period in which they are incurred.
- c) Depreciation is provided at rates calculated to write down the cost or initial valuation of other assets on a straight line basis over their expected useful life to their estimated residual value.

The depreciation rates in use are as follows:

Furniture - 5 years
Computers and equipment- 1 year
Office Equipment - 1 year
Other Equipment - 5 years
Assets with a purchase price of less than £50 are written off in the year of purchase.

- d) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund together with a fair allocation of support costs.
- e) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the Trust.

Note 2 Fixed Assets

| | Computers | Furniture | Other Equipment | Total |
|-------------------------|--------------|----------------|--------------------|----------------|
| | £ | £ | £ | £ |
| Cost | | | | |
| <i>At 1 April 2020</i> | | 7,049 | 4,229 | 11,278 |
| Additions | 896 | | - | 896 |
| Disposals | | - | - | - |
| <i>At 31 March 2021</i> | <u>896</u> | <u>7,049</u> | <u>4,229</u> | <u>12,174</u> |
| Depreciation | | | | |
| <i>At 1 April 2020</i> | | (1,770) | (1,941) | (1,455) |
| Charge for the year | (896) | (1,410) | (846) | (5,408) |
| Disposals | | - | - | - |
| <i>At 31 March 2021</i> | <u>(896)</u> | <u>(3,180)</u> | <u>(2,787)</u> | <u>(6,863)</u> |
| Net book value | | | | |
| <i>At 31 March 2021</i> | <u>-</u> | <u>3,869</u> | <u>1,442</u> | <u>5,311</u> |
| <i>At 31 March 2020</i> | <u>-</u> | <u>5,279</u> | <u>2,288</u> | <u>7,567</u> |

Foxhall Centre Lavender Trust
Year ended 31 March 2021

Note 3 Analysis of incoming resources

| | Unrestricted £ | Restricted £ | 2020/21 £ | 2019/20 £ |
|---|-------------------|-----------------|----------------|----------------|
| Grant Income | | | | |
| Government Grants | 102,457 | - | 102,457 | 1,954 |
| Trust Grants | - | - | - | - |
| Other Grants | - | - | + | + |
| Grant Income | 102,457 | - | 102,457 | 1,954 |
| Charitable Activity Income | | | | |
| Private Attendance Fees | 13,792 | | 13,792 | 101,913 |
| ACS Attendance Fees | 6,721 | | 6,721 | 45,419 |
| Taster Day Fees | 210 | | 210 | 390 |
| Meals Fees | 2,613 | | 2,613 | 19,859 |
| Breakfast / Refreshment Fees | - | | - | 29 |
| Bathing / Hairdressing Fees | 22 | | 22 | 1,708 |
| Total Charitable Activity Income | 23,358 | - | 23,358 | 169,318 |
| Donations | | | | |
| Fundraising General | 4,435 | | 4,435 | 15,833 |
| Fundraising Client | - | 163 | 163 | 3,342 |
| Total Donations | 4,435 | 163 | 4,598 | 19,175 |

Note 4 Analysis of resources expended

| Analysis | Unrestricted £ | Restricted £ | 2020/21 £ | 2019/20 £ |
|---------------------------------------|-------------------|-----------------|----------------|----------------|
| Staff Costs | | | - | - |
| Salaries | 115,261 | - | 115,261 | 109,837 |
| Pension costs | 3,580 | | 3,580 | 3,643 |
| Recruitment | - | | - | 919 |
| Staff training | 540 | | 540 | 262 |
| Total | 119,381 | - | 119,381 | 114,662 |
| Accommodation and Office Costs | | | | |
| Property expenses | 2,621 | | 2,621 | 4,586 |
| Telephone | 628 | | 628 | 614 |
| Printing and publicity | - | | - | - |
| Stationery | 85 | | 85 | 413 |
| Postage | 108 | | 108 | 212 |
| Equipment maintenance | - | | - | 1,139 |
| IT Costs | 112 | | 112 | 349 |
| Insurance | 1,569 | | 1,569 | 1,538 |
| Other office | 359 | | 359 | 465 |
| Finance and payroll costs | 715 | | 715 | 614 |
| Total | 6,196 | - | 6,196 | 9,929 |
| Operational | | | - | - |
| Activity Costs | 124 | - | 124 | 5,086 |
| Kitchen Costs | 1,305 | | 1,305 | 6,481 |
| Cleaning / Protective Clothing | 1,203 | | 1,203 | 2,755 |
| Total | 2,633 | - | 2,633 | 14,322 |
| Other Costs | | | - | - |
| Marketing Costs | - | - | - | 975 |
| Miscellaneous Centre Costs | 235 | - | 235 | 405 |
| Restricted Funding Expenditure | - | - | - | - |
| Depreciation | 3,152 | - | 3,152 | 2,256 |
| Total | 235 | - | 3,387 | 3,636 |
| Fundraising costs | | | | |
| Fundraising Costs | 5 | | 5 | 226 |

Foxhall Centre Lavender Trust
Year ended 31 March 2021

Note 5

5.1 Trustee Expenses

No trustees were paid expenses during the year

5.2 Fees for examination or audit of the accounts

| | 2019/20 £ | 2019/20 £ |
|---|--------------|--------------|
| Independent examiner's or auditors' fees | 200 | 200 |
| Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor | None | None |

Note 6 Staff Costs

| | 2019/20 £ | 2019/20 £ |
|---|----------------|----------------|
| 6.1 Gross wages, salaries and benefits in kind | 115,261 | 109,160 |
| Employer's National Insurance costs | - | 677 |
| Pension costs | 3,580 | 3,643 |
| Recruitment Costs | - | 919 |
| Staff Training | 540 | 262 |
| Total staff costs | 119,381 | 114,662 |

6.2 The average number of employees employed in the year was 11

Note 7 Movement in Restricted Funds

| | At the start of the Year £ | Incoming Resources £ | Resources Expended £ | Balance at Year end £ |
|--------------------|----------------------------------|----------------------------|----------------------------|-----------------------------|
| Client Fundraising | 1,617 | 163 | - | 1,781 |
| Total Funds | 1,617 | 163 | 0 | 1,781 |

Note 8 Purposes of Restricted funds

Client Fundraising

Funds raised by clients to be used to fund activities and events directly benefiting the clients