

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

Index to the Trustee's Report and Financial Statements

For the year ended 31 March 2025

	Page
Trustees and Administration Information	1
Report from the Chair	2
Trustees' Annual Report	3
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

Charitable Incorporated Organisation No. 1171154

Trustees	Ian Meigh Victoria Hosking Jana Burton Gordon Low Tracey Murrell	Chair <i>Appointed February 2025</i>
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 Catherine Baker	Centre Manager 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.
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>
		£	£	£	£
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		168,242	1,835	170,076	162,489
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>		160,466	-	160,466	171,883
<i>Fundraising Costs</i>		53	-	53	25
TOTAL RESOURCES EXPENDED		160,519	-	160,519	171,908
SURPLUS /(DEFICIT)		7,722	1,835	9,557	(9,419)
Reserves B/F		160,802	10,084	170,886	180,305
Balance carried forward		168,524	11,919	180,443	170,886

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>		<u>297</u>	<u>72</u>
Current Assets			
<i>Debtors</i>			
Debtors		14,011	15,330
Accrued income		-	-
Payments in advance		1,378	1,202
<i>Total Debtors</i>		<u>15,389</u>	<u>16,532</u>
<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>		<u>162,082</u>	<u>159,071</u>
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>		<u>(2,676)</u>	<u>4,789</u>
Net Current Assets		<u>180,146</u>	<u>170,815</u>
		<u>180,443</u>	<u>170,886</u>
FUNDS			
Unrestricted Funds		168,524	160,802
Restricted Funds		11,919	10,084
		<u>180,443</u>	<u>170,886</u>

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				
<i>At 1 April 2024</i>	896	7,049	4,349	12,294
Additions	-	90	221	311
Disposals	-	-	-	-
<i>At 31 March 2025</i>	<u>896</u>	<u>7,139</u>	<u>4,570</u>	<u>12,605</u>
Depreciation				
<i>At 1 April 2024</i>	(896)	(7,049)	(4,277)	(12,222)
Charge for the year	-	(18)	(68)	(86)
Disposals	-	-	-	-
<i>At 31 March 2025</i>	<u>(896)</u>	<u>(7,067)</u>	<u>(4,345)</u>	<u>(12,308)</u>
Net book value				
At 31 March 2025	<u>-</u>	<u>72</u>	<u>225</u>	<u>297</u>
At 31 March 2024	<u>-</u>	<u>-</u>	<u>72</u>	<u>72</u>

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
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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

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