

FAVERSHAM ASSISTANCE CENTRE CIO
TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2022

FAVERSHAM ASSISTANCE CENTRE CIO
YEAR ENDED 31ST MARCH 2022
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**LEGAL AND ADMINISTRATIVE INFORMATION
FOR THE YEAR ENDED 31ST MARCH 2022**

Trustees

Mrs M D Ford	Chair of Trustees
Mr M J Moore	Treasurer (resigned 21st October 2021)
Mrs S Mulford	Treasurer (appointed 21st October 2021)
Mr T Abram	
Mr M Hinton	Resigned 21st October 2021
Mrs R Duffy	Resigned September 2021
Mrs J Negus	
Mr G Dorkins	
Cllr E Thomas	FTC representative

Project Manager

Miss Georgina Todd

Charity Number

1172770

Correspondence Address

Age UK Faversham
The Old Fire Station
Crescent Road
Faversham
Kent
ME13 7GU

Independent Examiner

Dr A.M.Ashton (FCCA retired)
27 Upper Brents
Faversham
Kent
ME13 7DP

Bankers

National Westminster Bank plc
13 Market Place
Faversham
Kent
ME13 7DT

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31ST MARCH 2022**

The Trustees of the Charity present their annual report and accounts of the Charity for the year ended 31st March 2022.

Governing Document and Constitution

The Charity is a Charitable Incorporated Organisation and is governed by a constitution adopted on the 26th April 2017.

Organisation Structure

The Charity is managed by a Board of Trustees which meet regularly. The Trustees of the Charity are listed on the legal and administrative page. The Board of Trustees are supported by the project manager.

Objectives and Activities for Public Benefit

The Charity's objectives are to offer practical help to the elderly and disabled who are financially challenged in Faversham and the surrounding neighbourhood (including some areas close to Faversham and Sittingbourne)

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's objectives.

Achievements and Performance

The past year continued to be a challenging one for FACE with the Covid-19 pandemic. Our project manager moved into our new office space in the AGE UK building. The staff worked in gardens during the summer when permitted, always maintaining social distancing and as things eased in the early autumn a certain amount of decorating was undertaken. As we emerge from the covid pandemic and in anticipation of more gardening work required, in March 2022 we appointed a new member of staff for 2 days a week in Faversham.

The donations from our clients increased slightly during the year in line with expectations. We are pleased to report KCC have provided us with core funding of £14,367 (2021 £14,367). We have also managed to find other sources of core funding and we took the opportunity of obtaining Covid related grants where possible, a full list of grants is shown on page 8. Our other fundraising was limited but we did manage a plant sale. The Trustees made the decision during the first lockdown not to use volunteers during the pandemic but as the pandemic lessens volunteers are now returning to work with the permanent staff.

At the time of approving the accounts, life appears to be returning to some sort of normality. The Trustees are pleased to report that although it has been a challenging year our reserves increased during the year. Unfortunately the KCC core funding ended in 2021/22. Our project manager continues to look for other sources of core funding. We need to continue to raise funds as we believe there will be an ever-increasing demand for the our services.

The Trustees welcomed a new Trustee in July (Sheila Mulford) who was subsequently appointed Treasurer on 21st October 2021. We thank our workforce and volunteers for the ongoing success of FACE. Without their hard work in the homes and gardens of our clients we would not have such a successful charity, their work is very much appreciated. We continue to hear positive experiences from our clients which are also greatly appreciated by the Trustees and our project manager.

**TRUSTEE'S REPORT
FOR THE YEAR ENDED 31ST MARCH 2022**

Financial Review

The accounts have been prepared on an accruals basis so as to reflect the true financial position of the Charity. The results are shown on page 5

Reserves Policy

We have maintained our target reserves of 6 months expenditure during the year. Given the loss of the KCC funding at the end of the 2021/22 year, the Trustees continue to explore options for additional core funding. It is likely to be a very challenging year financially in 2022/23 but we continue to monitor our income and expenditure and although we are likely to need to utilise some of our unrestricted reserves, we anticipate that the reserves balance will ensure the financial viability of the Trust.

Plans for the Future

The Charity will continue to search for new sources of Core funding , we will look for more volunteers and continue to raise our profile through attendance at fayres and other fundraising events .

Risk management

During the year the Trustees have reviewed all major risks which the Charity could suffer and confirm all necessary action has been taken to mitigate these risks.

We thank all those who have given their time and support over the period in helping us to achieve the aims of the Charity.

Signed on behalf of the Trustees on 30th June 2022



Mrs M D Ford
Chair of Trustees

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF FAVERSHAM ASSISTANCE CENTRE CIO

I report to the Trustees on my examination of the accounts of the Faversham Assistance Centre CIO for the year ended 31st March 2022 which are set out on pages 5 to 9.

Responsibilities and basis of report

As the charity trustees of Faversham Assistance Centre you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of Faversham Assistance Centre's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

- 1 the accounting records were not kept in accordance with section 130 of the Charities Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts did not comply with the applicable requirements concerning form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair. View which is not a matter considered as part of the independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Dr A.M.Ashton FCCA (retired)
27 Upper Brents
Faversham
ME13 7DP



Date 17th July 2022

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2022**

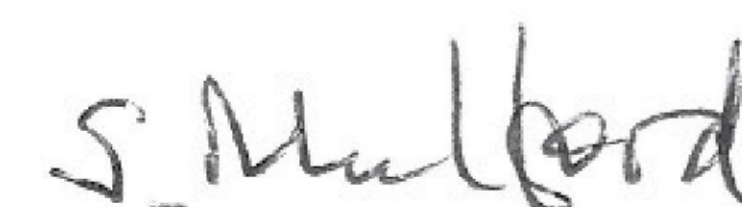
	Unrestricted funds £	Restricted funds £	Year to 31.03.2022 Total £	Year to 31.03.2021 £
Income:				
<i>Voluntary income:</i>				
Grants KCC	14,366	1,401	15,767	14,364
Other	14,412	11,990	26,402	27,074
Donations from clients	12,068	-	12,068	11,134
Church Donations	600	-	600	600
<i>Activities for generating funds:</i>				
Fundraising events	678	-	678	373
Other donations	1,700	1,000	2,700	500
Other Income	-	-	-	-
Total incoming resources	43,824	14,391	58,215	54,045
Expenditure				
<i>Expenditure on charitable activities</i>				
Wages and National Insurance	22,266	9,550	31,816	33,302
Pensions	921	-	921	333
Consultancy	1,300	-	1,300	-
Office service charges	-	1,550	1,550	1,200
Office and Liability Insurance	783	-	783	743
Office Telephone	-	162	162	875
Office supplies and Postage	657	490	1,147	644
Van and Transport Costs	5,888	1,691	7,579	3,748
Tools, Equipment and Materials	0	473	473	265
Website costs	150	-	150	150
Sundry expenses	186	-	186	158
Depreciation	1,913	-	1,913	1,695
Total Expenditure	34,064	13,916	47,980	43,113
Net income(expenditure)	9,760	475	10,235	10,932
Transfer between funds	1,240	(1,240)	-	-
Net movement in funds	11,000	(765)	10,235	10,932
Reconciliation of Funds				
Total funds brought forward	35,986	5,392	41,378	30,446
Total funds carried forward	46,986	4,627	51,613	41,378

**BALANCE SHEET
AS AT 31ST MARCH 2022**

	31st March 2022 £	31st March 2021 £
Fixed assets		
Tangible assets	6326	6,999
Current assets		
Stock	-	
Debtors and prepayments	385	475
Current account	44,431	34,095
Cash in Hand	549	504
Total Current Assets	45,365	35,074
Liabilities		
Creditors	78	695
Deferred Income	-	-
	78	695
Net current assets	45,287	34,379
Net Assets	51,613	41,378
The Funds of the Charity		
Unrestricted funds	46,986	35,986
Restricted funds	4,627	5,392
Total Charity Funds	51,613	41,378

Signed on behalf of the Trustees on 30th June 2022 by


M D Ford - Chair of Trustees


S Mulford CA- Treasurer

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2022**

1 Accounting policies

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

a) Basis of preparation

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The financial statements are prepared on a going concern basis. There are no material uncertainties related to events or conditions which would cast doubt on the Charity's ability to continue as a going concern

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

b) Incoming resources

Income recognition policies

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

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

Incoming resources with related expenditure

When incoming resources have related expenditure the incoming resources and related expenditure are reported in the Statement of Financial Activities, SOFA.

Donations

Donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SOFA at the same time as the gift to which they relate.

Volunteer help

The value of voluntary help received is not included in the accounts

c) Resources expended

All resources expended are recognised once there is a legal or constructive obligation to make a payment to a third party. Resources expended include attributable VAT which cannot be recovered.

d) Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Motor Vehicles	25%pa	reducing balance
Equipment	20%pa	reducing balance

h) Fund accounting

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

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.

NOTES TO THE ACCOUNTS (Continued)
FOR THE YEAR ENDED 31ST MARCH 2022

2	Voluntary income	Unrestricted	Restricted	2022	2021
		Funds £	Funds £	Total £	Total
	Grants	28,778	13,391	42,169	41,348
	Local authorities				
	Faversham Town Council	-	5,000	5,000	5,160
	Kent County Council	14,366	1,401	15,767	14,367
	Swale Borough Council	1,550	-	1,550	
	Charities				
	Kent Community Foundation	2,500	2,500	5,000	8,000
	Charles Hayward Foundation	-	4,000	4,000	
	Swire Charitable Trust	5,000	-	5,000	
	Allen Lane Foundation	3,000	-	3,000	
	The Edward Vinson 1957 Charity Settlement	2,277	-	2,277	
	Bensted Charities	-	490	490	
	Lottery	-	-	0	8,746
	Faversham Rotary Trust Fund	-	-	0	500
	Tesco	-	-	0	500
	Co-op members fund	85	-	85	4,165
		28,778	13,391	42,169	41,438
3	Fixed Assets				
		Motor Vehicles	Equipment	Total	
		£	£	£	
	Cost				
	As at 31st March 2021	13,506	3,507	17,013	
	Additions	-	1,240	1,240	
	As at 31st March 2022	13,506	4,747	18,253	
	Depreciation				
	As at 31st March 2021	8,196	1,818	10,014	
	Charge for year	1,327	586	1,913	
	As at 31st March 2022	9,523	2,404	11,927	
	Net book values				
	As at 31st March 2021	5,310	1,689	6,999	
	As at 31st March 2022	3,983	2,343	6,326	
	Debtors and prepayments				
			2022 £	2021 £	
4	Prepayments		385	475	
			385	475	

NOTES TO THE ACCOUNTS (Continued)
FOR THE YEAR ENDED 31ST MARCH 2021

5 Creditors: falling due within one year	2022	2021
	£	£
Salary under paid	-	608
Sundry Accruals	-	20
Tax and National Insurance	78	67
	<hr/>	<hr/>
	78	695
	<hr/>	<hr/>

6 Analysis of net assets between funds	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Fixed assets	6,326	-	6,326
Current asset	40,738	4,627	45,365
Current liabilities	(78)	-	(78)
	<hr/>	<hr/>	<hr/>
	46,986	4,627	51,613
	<hr/>	<hr/>	<hr/>

7 Restricted Funds	Balance at 01.04.2021	Incoming resources	Expenses	Transfers	Balance at 31.03.2022
	£	£	£	£	£
Protective clothing	1967		(201)		1,766
Gardening equipment	500	1,012	(272)	(1,240)	0
Van and equipment running costs		938	(691)		247
Van repairs		1,000	(1,000)		0
Rent and Utility costs	2925		(1,712)		1,213
Office equipment		490	(490)		0
Salaries and utility costs		9,550	(9,550)		0
Community event		1,401	0		1,401
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	5,392	14,391	(13,916)	(1,240)	4,627
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

Restricted fund

Gardening equipment	Part of a grant from Charles Hayward Foundation
Van and equipment running costs	Part of a grant from Kent Community Fund for cost of running vans and equipment
Van repairs	Donation received for van repairs
Office equipment	Grant received from Bensted Charities for office equipment
Salaries and utility costs	Grants received from Faversham Town Council, Kent Community Fund and Charles Hayward Foundation
Community event	Grant received from KCC for a community event