

**FAVERSHAM ASSISTANCE CENTRE CIO
TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2024**

**FAVERSHAM ASSISTANCE CENTRE CIO
YEAR ENDED 31ST MARCH 2024
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**LEGAL AND ADMINISTRATIVE INFORMATION
FOR THE YEAR ENDED 31ST MARCH 2024**

Trustees

Mrs S Wolfe	Appointed Chair of Trustees 17th July 2023
Mrs S Mulford	Treasurer
Mrs J Negus	
Mr G Dorkins	
Cllr E Thomas	Resigned 17th July 2023
Mrs M D Ford	Resigned as Chair of Trustees 17th July 2023

Project Manager

Ms Federica Holland

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

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31ST MARCH 2024**

The Trustees of the Charity present their annual report and accounts of the Charity for the year ended 31st March 2024.

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, specifically with the loss of local grant monies following on so soon after losing Kent County Council grant funding. Our Chairperson and Project Manager have worked incredibly hard to find new grant funding sources resulting in grant funding of £ 39,000. A full list of grants is shown on page 8.

The donations from our clients increased during the year, as did Church donations. Fundraising increased by £2,271 due to new events initiated by our Chairperson and assisted by our Project Manager. In addition to our annual plant sale the events included - a silent auction, Xmas Bazaar, family quiz and sponsored swim (our Chairperson swimming the equivalent of the Channel in the local swimming pool). We also received other donations of £5,000 (from a local benefactor) and £4,000 from the Mayor's fundraising.

Overall income exceeded expenditure by £5,384 and at the year end we have exceeded our aim of maintaining 6 months of unrestricted reserves.

We said farewell to our longstanding Chairperson Miranda Ford and Trustee Eddie Thomas in July 2023. 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 2024**

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

At 31st March 2024 the bank balances totalled £49,794 which was made up of £878 in NW and £48,916 in CAF.

Reserves Policy

We have exceeded our target reserves of 6 months expenditure during the year. It is likely to be another challenging year financially in 2024/25 but we continue to monitor our income and expenditure and although we may need to utilise some of our unrestricted reserves, we anticipate that the reserves balance will ensure the financial viability of the Charity. The £15,000 redundancy reserve set up in 2022/23 remains at this level at 31st March 2024. This will be reviewed in 2024/25.

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 21st May 2024



Mrs S Wolfe
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 2024 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 1st June 2024

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2024**


	Unrestricted funds £	Restricted funds £	Year to 31.03.2024 Total £	Year to 31.03.2023 £
Income:				
<i>Voluntary income:</i>				
Grants KCC	0	0	0	0
Other	25,700	13,300	39,000	34,253
Donations from clients	13,798	0	13,798	11,814
Church Donations	1,721	0	1,721	511
<i>Activities for generating funds:</i>				
Fundraising events	3,306	0	3,306	1,035
Other donations	11,294	0	11,294	3,375
Other Income	155	0	155	161
Total incoming resources	55,974	13,300	69,274	51,149
Expenditure				
<i>Expenditure on charitable activities</i>				
Wages and National Insurance	42,328	4,000	46,328	37,727
Pensions	1,341		1,341	924
Consultancy	0		0	1,784
Office service charges	0	2,100	2,100	1,800
Office and Liability Insurance	17	900	917	828
Office Telephone	0	50	50	95
Office supplies and Postage	0	269	269	712
Van and Transport Costs	1,207	6,000	7,207	7,462
Tools, Equipment and Materials	2,889	1,285	4,174	1,312
Website costs	0	164	164	140
Sundry expenses	593		593	598
Depreciation	747		747	1,461
Total Expenditure	49,122	14,768	63,890	54,843
Net income(expenditure)	6,852	-1,468	5,384	-3,694
Transfer between funds	0		-	-
Net movement in funds	6,852	(1,468)	5,384	-3,694
Reconciliation of Funds				
Total funds brought forward	29,054	18,865	47,919	51,613
Total funds carried forward	35,906	17,397	53,303	47,919

BALANCE SHEET
AS AT 31ST MARCH 2024

	31st March 2024 £	31st March 2023 £
Fixed assets		
Tangible assets	2,240	4,865
Current assets		
Debtors and prepayments	1,089	274
Current accounts	49,794	42,849
Cash in Hand	412	116
Total Current Assets	51,295	43,239
Liabilities		
Creditors	232	185
Deferred Income	-	-
	232	185
Net current assets	51,063	43,054
Net Assets	53,303	47,919
The Funds of the Charity		
Unrestricted funds	35,906	29,054
Restricted funds	17,397	18,865
Total Charity Funds	53,303	47,919

Signed on behalf of the Trustees on 21st May 2024 by


 S Wolfe - Chair of Trustees


 S Mulford CA- Treasurer

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2024**

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 when the gift aid from HMRC is received.

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. During the year, the Trustees agreed that the equipment should be written off in expenditure in the year that it is purchased as many items do not last more than a year or two. Accordingly we have written out the balance on the equipment net book value and charged it to tools, equipment and materials.

Motor Vehicles	25%pa	reducing balance
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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 2024

2	Voluntary income	Unrestricted Funds	Restricted Funds	2024 Total	2023 Total
		£	£	£	
	Grants	25,700	13,300	39,000	34,253
	Local authorities				
	Faversham Town Council		0	0	4,000
	Kent County Council		0	0	0
	Swale Borough Council		0	0	2,700
	Swale Councillors	350		350	
	Charities				
	Kent Community Foundation	4,000	0	4,000	6,000
	Swire Charitable Trust	6,000	-	6,000	0
	Allen Lane Foundation	0	-	0	3,000
	The Edward Vinson 1957 Charity Settlement	0		0	5,000
	Bensted Charities	0		0	2,000
	Queenborough Fisheries	0		0	4,000
	Beerling	1,000		1,000	1,000
	Colyer Fergusson		4,000	4,000	5,000
	Umbrella - Eastern Area			0	531
	Umbrella - Cost of Living			0	1,022
	Furley Page	1,000		1,000	0
	Garfield Weston	3,500		3,500	0
	Whitehead Monckton	1,250		1,250	0
	Phillips Foundation	7,000		7,000	0
	National Lottery		9,300	9,300	0
	Community of Presentation	1,000		1,000	0
	WG Edwards	600		600	0
		25,700	13,300	39,000	34,253
3	Fixed Assets		Motor Vehicles	Equipment	Total
	Cost		£	£	£
	As at 31st March 2023		13,506	4,747	18,253
	Write downs		-	-4,747	-4,747
	As at 31st March 2024		13,506	0	13,506
	Depreciation				
	As at 31st March 2023		10,519	2,869	13,388
	Charge for year		747	-2,869	-2,122
	As at 31st March 2024		11,266	0	11,266
	Net book values				
	As at 31st March 2023		2,987	1,878	4,865
	As at 31st March 2024		2,240	0	2,240
	Debtors and prepayments			2024	2023
				£	£
4	Debtors			763	0
	Prepayments			326	274
				1,089	274

NOTES TO THE ACCOUNTS (Continued)
FOR THE YEAR ENDED 31ST MARCH 2024

5	Creditors: falling due within one year	2024	2023
		£	£
	Tax and National Insurance	232	185
		<hr/>	<hr/>
		232	185
		<hr/>	<hr/>

6	Analysis of net assets between funds	Unrestricted funds	Restricted funds	Total funds
		£	£	£
	Fixed assets	2,240	-	2,240
	Current asset	33,898	17,397	51,295
	Current liabilities	(232)	-	(232)
		<hr/>	<hr/>	<hr/>
		35,906	17,397	53,303
		<hr/>	<hr/>	<hr/>

7	Restricted Funds	Balance at 01.04.2023	Incoming resources	Expenses	Transfers	Balance at 31.03.2024
		£	£	£	£	£
	Protective clothing	1158	0	-162	0	996
	Van and transport costs	0	6,000	-6000	0	0
	Office rent, office insurance, telephone and office supplies	0	3,000	-3000	0	0
	Community event	1,401	0	0	0	1,401
	Van,equipment, garage, general office costs	1,306		-1306	0	0
	Service and repairs of tools		300	-300	0	0
	Salaries		4,000	-4000	0	0
	Redundancy reserve	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		15,000	0	0	0	15,000
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		18,865	13,300	-14768	0	17,397
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

Restricted fund

Salaries	A grant from Colyer Fergusson
Van and transport costs	A grant from the National Lottery
Office rent, office insurance, telephone and office supplies	A grant from the National Lottery
Service and repairs of tools	A grant from the National Lottery