

AGE CONCERN PETERSFIELD AND DISTRICT

England & Wales · Charity number 1178837

Details

Other names AGE CONCERN-PETERSFIELD AND DISTRICT

Status Registered

Legal form CIO

Registered 2018-06-18

Register [View on the Charity Commission register](#)

Contact

Address Winton House Centre
Winton House
18 High Street
Petersfield
GU32 3JL

Phone 07852172998

Email info@ageconcernpetersfield.org.uk

Website www.ageconcernpetersfield.org.uk

Activities

Objects: TO PROMOTE THE WELFARE OF OLDER PEOPLE IN ANY MANNER WHICH NOW IS OR HEREAFTER MAY BE DEEMED BY LAW TO BE CHARITABLE IN ENGLAND AND WALES

Activities: Our charity covers Petersfield and the surrounding area. We provide a range of services to older people currently a twice weekly lunch club, a programme of outings, computer coaching, fitness and friendship groups and transport into town.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Economic/community Development/employment, Recreation
- **Who:** Elderly/old People, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Hampshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£54,049	£75,740	-	-
2024-03-31	£115,786	£58,101	-	-
2023-03-31	£48,160	£57,485	-	-
2022-03-31	£45,075	£52,119	-	-
2021-03-31	£60,281	£54,540	-	-

Trustees

Name	Role	Appointed
ROSEMARY BISHOP	Chair	2016-01-15
Beverley Fyfe		2024-10-22
PETER RUSH		2018-07-24

AGE CONCERN PETERSFIELD AND DISTRICT

England & Wales - Charity number 1178837

Accounts

AGE CONCERN PETERSFIELD AND DISTRICT
REGISTERED CHARITY NUMBER 1178837
ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2025

AGE CONCERN PETERSFIELD AND DISTRICT
REGISTERED CHARITY NUMBER 1178837
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

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AGE CONCERN PETERSFIELD AND DISTRICT

CHARITY INFORMATION

Trustees: Mrs R Bishop (Chair)
Mr Luc Blais (Hon Treasurer)
Mr P Rush
Mrs Beverley Fyfe

Principal Officers: Mr L Seymour (Finance Officer)
Mrs S Rocher (Manager)

Charity Number: 1178837

Principal Office: Age Concern Petersfield and District
The Winton House Centre
18 High Street
Petersfield
Hampshire
GU32 3JL

Independent Examiner: Mr G R Beer MA (Cantab) FCA
4, Chilgrove House
Marden Way
Petersfield
Hampshire
GU31 4PU

Bankers: Lloyds
Blackheath
London
BX1 1LT

AGE CONCERN PETERSFIELD AND DISTRICT

TRUSTEES ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2025

History, objectives and activities of the Trust

Age Concern Petersfield and District is an independent charity and its aim is to promote and encourage the welfare of older people in and around Petersfield, in the area of East Hampshire.

The original Charity was formed over sixty years ago. Since its inception the Trustees had always placed great value on providing practical services which meet the needs of older people and enable them to continue to live independently in their own homes. On 18 June 2019, a new charity was formed as a Charitable Incorporated Organisation (CIO) with the same name and aims as the original charity. The latter ceased activities on 31 October 2019 and on that date all assets and liabilities were transferred to the CIO.

Management and governance arrangements

The governing document provides for a minimum of 3 and a maximum of 12 trustees. Were there a requirement for new trustees, these would be selected and appointed by the current trustees. The chair of trustees is responsible for the induction of any new trustee which involves awareness of a trustee's responsibilities, the governing document, administrative procedures and the history and philosophical approach of the charity. A new trustee would receive copies of the previous year's annual report and accounts and a copy of the Charity commission leaflet "The Essential Trustee: What You Need to Know".

The trustees annually review the risks that the charity faces. To date these have mainly related to investment management. There are also minor areas of risk relating to employing staff which have been covered by proper procedures and insurance.

Achievements and Performance of the Trust

Our 60th Birthday party last August was well attended and much enjoyed by Trustees, Staff, Clients and many Volunteers – with a distinct feeling of companionship and community- it indicates that ACP is doing quite a good job in Petersfield.

Change is constant and we have addressed the concept in the last year. Our Services have expanded to include more emphasis on physical and mental health – Chatty café, Bobby's Chair Based Exercise classes and Check in and Chat becoming more popular. Our programme of outings has lengthened and widened under Kym's supervision to include Winter trips – choices to suit different tastes and pockets. Luckily, we have been able to find both Drivers and Escorts and the use of Harting mini-bus has enabled ACP to welcome more people to our community. Wednesday shopping trip clients have transformed into a supportive group, realising one of ACP's long term goals. While some of our Drivers have retired (and we thank those for their time and dedication) others have come forward, happily accepting the MIDAS training which if offered. Our twice yearly Drivers' meetings are a vital part of the Organisation and our Trustees note carefully any subsequent suggestions or improvements. Our present mini-bus, Elsa, is getting to be quite an old girl now but at the moment, there are no plans to replace her – we haven't seen anything we like better!

Lunch club in the Community Centre continues to thrive with Marian at the helm. A waiting list suggests larger premises are needed but an investigation into alternative premises in the town proved unsuccessful and we continue to seek a solution. Our IT tutoring at Winton House is a steady, valued service and Help at Home, under Kym's leadership and in a challenging market, quietly provides quality support to many in the area. The Annual Christmas ACP events (Guildford Carol Service, the Sinah Warren Lunch and our own Lunch and Party are particularly well- attended, again often with a waiting list.

AGE CONCERN PETERSFIELD AND DISTRICT

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2025 (cont'd)

The October AGM was also well-attended. We said goodbye to Trustee Maroulla Sullivan, thanking her for her diligent and valuable advice. The Board of Trustees (Peter and myself) welcomed Luc Blais and Beverley Fyfe, both of whom bring considerable experience and knowledge of the Charity sector. We extend huge thanks as always to Sheridan for her excellent managerial and organizational skills and to Leo for keeping an expert and sharp eye on our Finances. Staff Appraisals are robustly maintained and DBS checks are due in the coming months as is current Dementia Training awareness and Safeguarding. Policies and Procedures are regularly updated.

Trustee meetings (averaging at 5 per year) give us the opportunity to revise, assess and innovate for the future. Agenda items have covered defining our geographical areas for service provision and the subsequent new pricing bands, updating our IT system, exciting ideas for fundraising and fresh ideas to attract new clients. Above all, we aim to maintain the highest standards, professionalism and value for money for those in Petersfield who use our services.

Financial Review, Investment Policy and Reserves

The charity continues to be financially dependent on voluntary donations, legacies, investment income, investment growth and income from operations to sustain its activities. Interest rates have decreased over the period and investment income has reduced slightly, returning 3.25% over the year. In this reporting year, the charity received a very generous legacy of £10,000 from the estate of Joy Easlick. The charity received no grant funding. Donations and gifts totalled £13,490 for the year.

The trustees have set a policy that the Expendable Endowment should be invested to maximize the total return (capital growth plus income) with a medium level of risk. The income from investments was £6,676. The capital value of the investments decreased by £5,832, reversing some of the previous year's gains. At the beginning of the year 1st April 2024, the value of investments was £177,925 and at 31st March 2025 it was £197,593. The difference is accounted for by net additions to investment funds to the value of £25,500 in the year (see Note 8 on page 12).

Total return from the Expendable Endowment is split between funds retained as capital and funds used as income. Although the trustees have the power to spend the Expendable Endowment, the investment of capital is the only source of ongoing income and so the fund is invested with the objective of ensuring that the Expendable Endowment retains approximately its real value in the medium term. This approach means the money available to spend as income can fluctuate.

Operational costs have increased by 26% to £71,945 for the year (£57,074 for 2024), and this is a reflection of the creation of an additional role of the minibus manager and increasing staff costs generally. Net resources expended were £26,573 (net income resources were £63,693 in 2024). At the end of the year total funds were £207,187 (£234,710 for 2024).

Reserves Policy

Unrestricted funds are needed:

- a. To provide funds which can be designated to specific projects to enable these projects to be undertaken at short notice and
- b. To cover administration fund-raising and support costs without which the charity could not function.

The trustees consider it prudent that unrestricted reserves should be sufficient:

- a. To cover one year's administration, fund-raising and support costs and
- b. To cover 100% of the cost of subsidising the charity's services for one year.

AGE CONCERN PETERSFIELD AND DISTRICT

**TRUSTEES ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2025 (cont'd)**

Statement of trustees' responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with the applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales 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 income resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles of the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that 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 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

Independent Examiner

The trustees intend to ask the existing accountant to undertake the independent examination of the Trust in the following year.

Mrs R Bishop

Signed Rae Bishop.....

Date 20th July.....2025

AGE CONCERN PETERSFIELD AND DISTRICT

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
ON THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025**

I report to the trustees on my examination of the accounts of Age Concern Petersfield and District for the year ended 31st.March 2025.

Responsibilities and Basis of Report

As the trustees of the Charity you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)b of the 2011 Act.

Independent examiner's statement

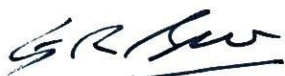
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or

2 the accounts do not accord with those records; or

3. the accounts do not comply with the applicable requirements concerning the 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 an 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.



G R Beer MA (Cantab) FCA
Chartered Accountant
4, Chilgrove House
Marden Way
Petersfield, Hampshire GU31 4PU

20 July 2025

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025**

Incoming Resources	Note	Unrestricted Funds £	Restricted Funds £	Expendable Endowment Funds £	Totals 31/3/2025 £	Unrestricted Funds £	Restricted Funds £	Expendable Endowment Funds £	Totals 31/3/2024 £
Donations gifts & legacies		12,616	874	-	13,490	72,871	4,527	-	77,398
Council Grant		-	1,339	-	1,339	-	500	-	500
Fees		32,120	-	-	32,120	26,605	-	-	26,605
Other Contributions		424	-	-	424	136	-	-	136
Investment Income	8	212	53	6,411	6,676	455	80	5,612	6,417
Investment Gains/(Loss)		-	-	(5,832)	(5,832)	-	-	11,008	11,008
Total resources incoming		45,372	2,266	579	48,217	100,067	5,107	16,620	121,794
Resources Expended									
Luncheon club		22,114	664	-	22,778	18,744	527	-	19,271
Minibus service		11,858	1,750	-	13,608	6,398	-	-	6,398
Computer Club		627	-	-	627	736	-	-	736
Help at Home		8,783	-	-	8,783	8,290	-	-	8,290
Christmas Party		388	-	-	388	-	500	-	500
Administration		23,935	1,381	-	25,316	22,074	-	-	22,074
Let's Get Moving		4,240	-	-	4,240	832	-	-	832
Total resources expended		71,945	3,795	-	75,740	57,074	1,027	-	58,101
Net Income resources/(resources expended)		(26,573)	(1,529)	579	(27,523)	42,993	4,080	16,620	63,693
Gross transfer between Funds		(18,963)	(126)	19,089	-	7,163	3,449	(10,612)	-
Funds brought forward at 1 April 2024	10	49,256	7,529	177,925	234,710	(900)	-	171,917	171,017
Funds carried forward at 31 March 2025	10	3,720	£5,874	£197,593	£207,187	£49,256	£7,529	£177,925	£234,710

**AGE CONCERN PETERSFIELD AND DISTRICT
BALANCE SHEET
AS AT 31 MARCH 2025**

	Note	Unrestricted Funds	Restricted Funds	Expendable Endowment Funds	Total Funds 31/3/2025	Unrestricted Funds	Restricted Funds	Expendable Endowment Funds	Total Funds 31/3/2024
		£	£	£	£	£	£	£	£
FIXED ASSETS									
Tangible Assets	6	-	-	-	-	-	-	-	-
Investments	8	-	-	197,593	197,593	-	-	177,925	177,925
Total Fixed Assets		<u>-</u>	<u>-</u>	<u>197,593</u>	<u>197,593</u>	<u>142</u>	<u>-</u>	<u>177,925</u>	<u>177,925</u>
CURRENT ASSETS									
Debtors		-	-	-	-	275	-	-	275
Cash at bank and in hand		5,198	5,874	-	11,072	50,497	7,529	-	58,026
Total Current Assets		<u>5,198</u>	<u>5,874</u>	<u>-</u>	<u>11,072</u>	<u>50,772</u>	<u>7,529</u>	<u>-</u>	<u>58,301</u>
LIABILITIES:									
Creditors: Amounts falling due within one year	9	1,478	-	-	1,478	1,516	-	-	1,516
Net Current Assets		<u>3,720</u>	<u>5,874</u>	<u>-</u>	<u>9,594</u>	<u>49,256</u>	<u>7,529</u>	<u>-</u>	<u>56,785</u>
Net (Liabilities)/Assets		<u>£3,720</u>	<u>£5,874</u>	<u>£197,593</u>	<u>£207,187</u>	<u>£49,256</u>	<u>£7,529</u>	<u>£177,925</u>	<u>£234,710</u>
THE FUNDS OF THE CHARITY:									
Expendable Endowment Funds	10	-	-	197,593	197,593	-	-	177,925	177,925
Unrestricted Funds	10	3,720	-	-	3,720	49,256	-	-	49,256
Restricted Funds		-	5,874	-	5,874	-	7,529	-	7,529
Total Charity Funds		<u>£3,720</u>	<u>£5,874</u>	<u>£197,593</u>	<u>£207,187</u>	<u>£49,256</u>	<u>£7,529</u>	<u>£177,925</u>	<u>£234,710</u>

and signed on its behalf by:

Mrs R Bishop - Chair..... *R R Bishop* 17/07/2025

Mr L. Blais - Hon Treasurer..... *[Signature]* 17/07/2025

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2025

1. Accounting Policies

In preparing the accounts the following accounting policies have been complied with:

- a) The accounts have been prepared under the historical cost convention as modified for the revaluation of investments. The accounts have been prepared in accordance with the Statement of Recommended Practice (SORP) :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 14 July 2014 and the Charities Act 2011.
- b) In preparing the accounts,the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was needed.No restatements were required.
- c) Fixed assets are valued at cost or where this is not known at estimated cost. Laundry Equipment has been disposed of for nil proceeds and depreciation for the Computer has been provided at 33.33% per annum on a straight-line basis. Depreciation for the Minibus has been provided at 16.667% per annum on a straight-line basis.
- d) Provisions are made for liabilities incurred but not yet paid. Commitments entered into by the trustees but not yet paid are identified in a separate note.
- e) Donations and legacies are recorded as income in the year of receipt. Items receivable are identified in a separate note.
- f) Revenue grants paid and received are recorded in the year's payments and receipts.
- g) Investment income is the income received in the period on sums deposited with building societies, banks, investment funds and national savings.
- h) Income and expenditure is shown gross in the accounts and not netted off.
- i) As a result of a review of the origins of the old charity's funds in 2005 the trustees determined that the funds arising from the sale of the Brownfield House property should have been treated as giving rise to an Expendable Endowment Fund. The property was a gift to the Charity which sold for a substantial profit in 1997. The value of the gift relative to the size of the charity was such that the donor must have intended it to be of a capital nature. The trustees had therefore in 2005 transferred a sum equivalent to the current value of the benefit arising from the sale of the Brownfield House property to an expendable endowment fund.This has been transferred to the new CIO charity
- j) Investment gains and losses includes any gain or loss on the sale of investments and any gain or loss resulting form revaluing investments to market value at the end of the year.
- k) The Trustees have confirmed that there are no material uncertainties about the charity's ability to continue as a going concern.
- l) Irrecoverable VAT is charged against the expenditure heading for which it was incurred.
- m) The charity have registered with NEST to offer employees entitlement to join a defined contribution "money purchase" scheme.Three employees are now eligible.

2. Taxation

The Trust is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

AGE CONCERN PETERSFIELD AND DISTRICT
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2025 (cont)

3. Analysis of employee costs

	31/3/2025	31/3/2024
	£	£
Salaries and Pension Contributions	45,009	34,914
Social Security Costs	-	-
Total	£45,009	£34,914

No employee received emoluments of over £60,000 during the period.

Average number employees for the period was 4.

Average number of full time equivalent employees for the period was 0.

4. Legal and Professional costs

	31/3/2025	31/3/2024
	£	£
Independent Examiner's Fees	450	430

5. Donated Services

The trustees receive no remuneration for their services.

6. Fixed Assets

	Minibus	IT Equipment	Total
	£	£	£
Cost or estimated cost at 1 April 2024	35,746	840	36,586
Disposals	-	-	-
Additions	-	-	-
At 31 March 2025	35,746	840	36,586
Accumulated depreciation at 1 April 2024	35,746	840	36,586
Charge for the year	-	-	-
At 31 March 2025	35,746	840	36,586
Net book value at 31 March 2025	£-	£-	£-
Net book value at 31 March 2024	£-	£-	£-

AGE CONCERN PETERSFIELD AND DISTRICT

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2025 (cont)

7. Commitments

The trustees are not committed to any capital purchases at the year end.

8. Fixed Asset Investments

	£
Carrying (market) value at 1 April 2024	177,925
Less: Transfer of funds to bank current account	(7,500)
Add: Purchase of funds	33,000
Less: net deficit on revaluation	(5,832)
	<hr/>
Carrying (market) value at 31 March 2025	<u>£197,593</u>

Analysis of Investments

	Market value at year end £	Income from investments for the year £
Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes	197,593	6,411
	<hr/>	<hr/>
	<u>£197,593</u>	<u>£6,411</u>

Material Investment Holding

Investment Held	COIF Investment Fund £
Market Value	<u>£113,911</u>

9. Current Liabilities

	31/3/2025 £	31/3/2024 £
Creditors	42	500
Accruals	1,211	830
Social Security	225	186
	<hr/>	<hr/>
	<u>£1,478</u>	<u>£1,516</u>

AGE CONCERN PETERSFIELD AND DISTRICT
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2025 (cont)

10. Analysis of Fund Assets and Liabilities

	Unrestricted Funds £	Restricted Funds £	Expendable Endowment Funds £	Total £
Tangible Fixed Assets	-	-	-	-
Fixed Asset Investment	-	-	197,593	197,593
Current Assets	5,198	5,874	-	11,072
Current Liabilities	-1,478	-	-	-1,478
	<u>£3,720</u>	<u>£5,874</u>	<u>£197,593</u>	<u>£207,187</u>

The unrestricted funds of the charity may be applied for any charitable purpose at the discretion of the trustees.

The expendable endowment and additions thereto are to be invested and the income used for any charitable purpose at the discretion of the trustees. The expendable endowment may also be spent at the absolute discretion of the trustees.

AGE CONCERN PETERSFIELD AND DISTRICT**DEPARTMENTAL ANALYSES****FOR THE YEAR ENDED 31 MARCH 2025**

	31/3/2025	31/3/2024
	£	£
Luncheon		
Fees Received	(13,972)	(14,121)
EHDC Grant	(664)	-
John Lewis Grant	-	(527)
Staff and Pensions Costs	11,473	9,139
Supplies	7,401	6,979
Equipment	293	89
Training	124	-
Special Occasions	-	130
Room Hire	3,482	2,934
	<hr/>	<hr/>
	8,142	4,623
Minibus		
Fares:Lunchclub & Shopping	(3,466)	(3,355)
Fares:Outings	(3,395)	(1,471)
Hire	-	(201)
Staff Costs	6,344	-
Home Office Use	93	-
Special Outings	2,464	238
Fuel	1,060	1,332
Parking	500	722
Cleaning	190	120
Maintenance and Repairs	1,055	2,341
Insurance and Car Tax	1,040	1,184
Mobile Phone	60	21
Miscellaneous	105	62
Driver Medicals	54	45
Driver Expenses	135	62
Driver Training	320	250
Driver Licensing and Compliance	8	21
Rental Costs	180	-
Depreciation	-	-
	<hr/>	<hr/>
	6,747	1,371

AGE CONCERN PETERSFIELD AND DISTRICT**DEPARTMENTAL ANALYSES****FOR THE YEAR ENDED 31 MARCH 2025 (cont)**

	31/3/2025	31/3/2024
	£	£
Administration		
Donations Received - Unsolicited	(2,616)	(2,218)
Legacies & Bequests	(10,874)	(74,153)
Council Grant	(675)	(500)
Bank Interest	(265)	(535)
Investment Income	(6,411)	(5,612)
Investment Losses/(Gains)	5,832	(11,008)
Staff and Pensions Costs	19,262	18,305
Winton House Hot Desk	1,050	1,000
Public Liability Insurance	236	199
Telephone and Postage	383	200
Home Office Use	416	448
Office supplies	19	-
Repairs	92	-
Website and IT Costs	507	675
Room Hire	73	107
Stationery, Photocopying and Printing	119	72
Accountancy and Professional Fees	450	430
Refreshments	20	20
DBS Checks	78	10
Gifts	61	103
Promotion and Marketing	-	258
Age Concern 60 th .Celebrations	1,164	-
Training	-	65
Lavant Court Garden Store	1,381	-
Miscellaneous Expenses	5	-
50 Club Licence	-	40
Depreciation	-	142
	<u>10,307</u>	<u>(71,952)</u>
Help at Home		
Fees Received	(5,184)	(5,209)
Staff and Pensions Costs	7,930	7,470
Home Office Use	116	208
Office Equipment	-	25
Room Hire	16	-
Mobile	67	156
Mileage	577	311
DBS Checks	(8)	98
Telephone & Postage	85	9
Printing and Photocopying	-	13
	<u>3,599</u>	<u>3,081</u>

AGE CONCERN PETERSFIELD AND DISTRICT
DEPARTMENTAL ANALYSES
FOR THE YEAR ENDED 31 MARCH 2025 (cont)

	31/3/2025	31/3/2024
	£	£
Christmas Party		
John Lewis Grant	-	(500)
Raffle	(287)	(136)
Raffle Prizes	39	
Entertainment	120	-
Christmas Presents	99	-
Decorations	32	
Christmas Lunch	-	500
Refreshments	98	-
	<u>101</u>	<u>(136)</u>
Computer Club		
Fees Received	(1,469)	(898)
Room Hire	627	736
	<u>(842)</u>	<u>(162)</u>
Lets Get Moving		
Fees Received	(4,634)	(1,350)
Hall Hire	680	136
Exercise Specialist	3,560	696
	<u>(394)</u>	<u>(518)</u>
Fundraising Events		
Raffle	(43)	-
Miscellaneous Income	(94)	-
	<u>(137)</u>	<u>-</u>
Deficit/(Surplus) for the year	<u><u>£27,523</u></u>	<u><u>£(63,693)</u></u>

AGE CONCERN PETERSFIELD AND DISTRICT

England & Wales - Charity number 1178837

Accounts

AGE CONCERN PETERSFIELD AND DISTRICT

REGISTERED CHARITY NUMBER 1178837

**ACCOUNTS
AND
TRUSTEES' ANNUAL REPORT**

FOR THE YEAR ENDED 31 MARCH 2024

AGE CONCERN PETERSFIELD AND DISTRICT
REGISTERED CHARITY NUMBER 1178837
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

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AGE CONCERN PETERSFIELD AND DISTRICT

CHARITY INFORMATION

Trustees: Mrs R Bishop (Chair)
Ms Maroulla Sullivan (Hon Treasurer)
Mrs S Zirps
Mr P Rush

Principal Officers: Mr L Seymour (Finance Officer)
Mrs S Rocher (Manager)

Charity Number: 1178837

Principal Office: Age Concern Petersfield and District
The Winton House Centre
18 High Street
Petersfield
Hampshire
GU32 3JL

Independent Examiner: Mr G R Beer MA (Cantab) FCA
4, Chilgrove House
Marden Way
Petersfield
Hampshire
GU31 4PU

Bankers: Lloyds
Blackheath
London
BX1 1LT

AGE CONCERN PETERSFIELD AND DISTRICT

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2024

History, objectives and activities of the Trust

Age Concern Petersfield and District is an independent charity and its aim is to promote and encourage the welfare of older people in and around Petersfield, in the area of East Hampshire.

The original Charity was formed over fifty years ago. Since its inception the Trustees had always placed great value on providing practical services which meet the needs of older people and enable them to continue to live independently in their own homes. On 18 June 2019, a new charity was formed as a Charitable Incorporated Organisation (CIO) with the same name and aims as the original charity. The latter ceased activities on 31 October 2019 and on that date all assets and liabilities were transferred to the CIO.

Management and governance arrangements

The governing document provides for a minimum of 3 and a maximum of 12 trustees. Were there a requirement for new trustees, these would be selected and appointed by the current trustees. The chair of trustees is responsible for the induction of any new trustee which involves awareness of a trustee's responsibilities, the governing document, administrative procedures and the history and philosophical approach of the charity. A new trustee would receive copies of the previous year's annual report and accounts and a copy of the Charity commission leaflet "The Essential Trustee: What You Need to Know". The current trustees have held office for between 3 and 5 years.

The trustees annually review the risks that the charity faces. To date these have mainly related to investment management. There are also minor areas of risk relating to employing staff which have been covered by proper procedures and insurance.

Achievements and Performance of the Trust

We continue to expand and add to, the range of services within ACP. Our growing number of clients can access an exciting programme of day and half-day outings, convenient mini-bus trips into the centre of town, IT coaching at Winton House, home-made lunches twice weekly in the company of friends and opportunities to chat in a quieter setting at Chatty Café and our Linking Up Against Loneliness initiative. Demand for the latter (often through referrals from social prescribers) is persistent – acute loneliness is still endemic amongst our older citizens.

Response to an advertisement for Domestic Cleaners for Help at Home has been disappointing. Hourly pay has increased to £15. A better situation is hoped for in the coming months. Our chair-based exercise classes of two blocks of 6 weeks are fully booked. Those taking part soon feel the benefit and friendships are formed. We are fortunate to have an excellent team of Minibus drivers, always professional but equally kind and courteous, facts frequently mentioned by our users. LunchClub has expanded in the last few months, and now has a waiting list. A recent questionnaire highlighted the importance of a welcoming atmosphere, tasty well-balanced meals, high standards and value for money, to our consumers. Kym Devine was appointed Mini-bus and Outings organiser, earlier this year, combining this successfully with her existing role as Help at Home lead. As expected, her excellent organisational skills seamlessly cover both jobs.

Plans are well in hand for our 60th ACP Birthday in August. Staff, Trustees, Volunteers and Clients will have the opportunity to reflect on and celebrate together, the successes and achievements of six decades of Age Concern – serving and enriching the lives of older people in Petersfield.

AGE CONCERN PETERSFIELD AND DISTRICT

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2024 (cont'd)

Financial Review, Investment Policy and Reserves

The charity continues to be financially dependent on voluntary donations, legacies, investment income, investment growth and income from operations to sustain its activities. Interest rates have decreased over the period and investment income remained steady, returning 3.5% over the year. In this reporting year, the charity received a very generous legacy of £69,153 from the estate of Erica Pilliner. The charity received no grant funding. Donations and gifts totalled £77,398 for the year.

The trustees have set a policy that the Expendable Endowment should be invested to maximize the total return (capital growth plus income) with a medium level of risk. The income from investments was £6,147. The capital value of the investments increased by £11,008, recovering much of the previous year's losses. At the beginning of the year 1st April 2023, the value of investments was £171,917 and at 31st March 2024 it was £177,925. The difference is accounted for by the sale of funds to the value of £5,000 in the year (see Note 8 on page 12).

Total return from the Expendable Endowment is split between funds retained as capital and funds used as income. Although the trustees have the power to spend the Expendable Endowment, the investment of capital is the only source of ongoing income and so the fund is invested with the objective of ensuring that the Expendable Endowment retains approximately its real value in the medium term. This approach means the money available to spend as income can fluctuate.

Operational costs have increased slightly to £57,074 for the year (£56,985 for 2023), and this reflects the Charity's good control of costs. Net resources income were £63,693 (net resources expended were £36,598 in 2023). At the end of the year total funds were £234,710 (£171,017 for 2023).

**AGE CONCERN PETERSFIELD AND DISTRICT
TRUSTEES ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2024 (cont'd)**

Reserves Policy

Unrestricted funds are needed:

- a. To provide funds which can be designated to specific projects to enable these projects to be undertaken at short notice and
- b. To cover administration fund-raising and support costs without which the charity could not function.

The trustees consider it prudent that unrestricted reserves should be sufficient:

- a. To cover one year's administration, fund-raising and support costs and
- b. To cover 100% of the cost of subsidising the charity's services for one year.

Statement of trustees' responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with the applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales 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 income resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles of the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that 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 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

Independent Examiner

The trustees intend to ask the existing accountant to undertake the independent examination of the Trust in the following year.

Mrs R Bishop

Signed 

Date *16th August 2024*

AGE CONCERN PETERSFIELD AND DISTRICT

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
ON THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024**

I report to the trustees on my examination of the accounts of Age Concern Petersfield and District for the year ended 31st.March 2024.

Responsibilities and Basis of Report

As the trustees of the Charity you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)b of the 2011 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 me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or

2. the accounts do not accord with those records; or

3. the accounts do not comply with the applicable requirements concerning the 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 an 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.



G R Beer MA (Cantab) FCA
Chartered Accountant
4, Chilgrove House
Marden Way
Petersfield, Hampshire GU31 4PU

16th.August 2024

**AGE CONCERN PETERSFIELD AND DISTRICT
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024**

Incoming Resources	Note	Unrestricted Funds £	Restricted Funds £	Expendable Endowment Funds £	Totals 31/3/24 £	Unrestricted Funds £	Restricted Funds £	Expendable Endowment Funds £	Totals 31/3/2023 £
Donations gifts & legacies		72,871	4,527	-	77,398	7,328	-	-	7,328
Council Grant		-	500	-	500	-	-	-	-
Fees		26,605	-	-	26,605	20,094	-	-	20,094
Other Contributions		136	-	-	136	1,748	-	-	1,748
Investment Income	8	455	80	5,612	6,147	-	-	5,990	5,990
Investment Gains/(Loss)		-	-	11,008	11,008	-	-	(14,273)	(14,273)
Total resources incoming		100,067	5,107	16,620	121,794	29,170	-	(8,283)	20,887
Resources Expended									
Luncheon club		18,744	527	-	19,271	17,577	-	-	17,577
Minibus service		6,398	-	-	6,398	6,983	-	-	6,983
Computer Club		736	-	-	736	579	-	-	579
Help at Home		8,290	-	-	8,290	8,059	-	-	8,059
Christmas Party		-	500	-	500	88	-	-	88
Administration		22,074	-	-	22,074	22,521	500	-	23,021
Let's Get Moving		832	-	-	832	994	-	-	994
Mindfulness Sessions		-	-	-	-	184	--	-	184
Total resources expended		57,074	1,027	-	58,101	56,985	500	-	57,485
Net Income resources/(resources expended)		42,993	4,080	16,620	63,693	(27,815)	(500)	(8,283)	(36,598)
Gross transfer between Funds		7,163	3,449	(10,612)	-	18,990	-	(18,990)	-
Funds brought forward at 1 April 2023	10	(900)	-	171,917	171,017	7,925	500	199,190	207,615
Funds carried forward at 31 March 2024	10	£49,256	£7,529	£177,925	£234,710	£(900)	£-	£171,917	£171,017


**AGE CONCERN PETERSFIELD AND DISTRICT
BALANCE SHEET
AS AT 31 MARCH 2024**

	Note	Unrestricted Funds	Restricted Funds	Expendable Endowment Funds	Total Funds	Unrestricted Funds	Restricted Funds	Expendable Endowment Funds	Total Funds
		£	£	£	31/3/2024	£	£	£	31/3/2023
					£				£
FIXED ASSETS									
Tangible Assets	6	-	-	-	-	142	-	-	142
Investments	8	-	-	177,925	177,925	-	-	171,917	171,917
Total Fixed Assets		<u>-</u>	<u>-</u>	<u>177,925</u>	<u>177,925</u>	<u>142</u>	<u>-</u>	<u>171,917</u>	<u>171,917</u>
CURRENT ASSETS									
Debtors		275	-	-	275	712	-	-	712
Cash at bank and in hand		50,497	7,529	-	58,026	328	-	-	328
Total Current Assets		<u>50,772</u>	<u>7,529</u>	<u>-</u>	<u>58,301</u>	<u>1,041</u>	<u>-</u>	<u>-</u>	<u>1,041</u>
LIABILITIES:									
Creditors: Amounts falling due within one year	9	1,516	-	-	1,516	2,083	-	-	2,083
Net Current Assets		<u>49,256</u>	<u>7,529</u>	<u>-</u>	<u>56,785</u>	<u>(1,042)</u>	<u>-</u>	<u>-</u>	<u>6,508</u>
Net (Liabilities)/Assets		<u>£49,256</u>	<u>£7,529</u>	<u>£177,925</u>	<u>£234,710</u>	<u>£(900)</u>	<u>£-</u>	<u>£171,917</u>	<u>£171,017</u>
THE FUNDS OF THE CHARITY:									
Expendable Endowment Funds	10	-	-	177,925	177,925	-	-	171,917	171,917
Unrestricted Funds	10	49,256	-	-	49,256	(900)	-	-	(900)
Restricted Funds		-	7,529	-	7,529	-	-	-	-
Total Charity Funds		<u>£49,256</u>	<u>£7,529</u>	<u>£177,925</u>	<u>£234,710</u>	<u>£(900)</u>	<u>£-</u>	<u>£171,917</u>	<u>£171,017</u>

and signed on its behalf by:

Mrs R Bishop - Chair 2024

16th August 2024

Ms Maroulla Sullivan (Hon Treasurer) 2024

16th August 2024

AGE CONCERN PETERSFIELD AND DISTRICT

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2024

1. Accounting Policies

In preparing the accounts the following accounting policies have been complied with:

- a) The accounts have been prepared under the historical cost convention as modified for the revaluation of investments. The accounts have been prepared in accordance with the Statement of Recommended Practice (SORP) :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 14 July 2014 and the Charities Act 2011.
- b) In preparing the accounts,the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was needed.No restatements were required.
- c) Fixed assets are valued at cost or where this is not known at estimated cost. Laundry Equipment has been disposed of for nil proceeds and depreciation for the Computer has been provided at 33.33% per annum on a straight-line basis. Depreciation for the Minibus has been provided at 16.667% per annum on a straight-line basis.
- d) Provisions are made for liabilities incurred but not yet paid. Commitments entered into by the trustees but not yet paid are identified in a separate note.
- e) Donations and legacies are recorded as income in the year of receipt. Items receivable are identified in a separate note.
- f) Revenue grants paid and received are recorded in the year's payments and receipts.
- g) Investment income is the income received in the period on sums deposited with building societies, banks, investment funds and national savings.
- h) Income and expenditure is shown gross in the accounts and not netted off.
- i) As a result of a review of the origins of the old charity's funds in 2005 the trustees determined that the funds arising from the sale of the Brownfield House property should have been treated as giving rise to an Expendable Endowment Fund. The property was a gift to the Charity which sold for a substantial profit in 1997. The value of the gift relative to the size of the charity was such that the donor must have intended it to be of a capital nature. The trustees had therefore in 2005 transferred a sum equivalent to the current value of the benefit arising from the sale of the Brownfield House property to an expendable endowment fund.This has been transferred to the new CIO charity
- j) Investment gains and losses includes any gain or loss on the sale of investments and any gain or loss resulting form revaluing investments to market value at the end of the year.
- k) The Trustees have confirmed that there are no material uncertainties about the charity's ability to continue as a going concern.
- l) Irrecoverable VAT is charged against the expenditure heading for which it was incurred.
- m) The charity have registered with NEST to offer employees entitlement to join a defined contribution "money purchase" scheme.Three employees are now eligible.

2. Taxation

The Trust is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

AGE CONCERN PETERSFIELD AND DISTRICT
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024 (cont)

3. Analysis of employee costs

	31/3/2024 £	31/3/2023 £
Salaries and Pension Contributions	34,914	34,160
Social Security Costs	-	-
Total	<u>£34,914</u>	<u>£34,160</u>

No employee received emoluments of over £60,000 during the period.

Average number employees for the period was 4.

Average number of full time equivalent employees for the period was 0.

On 27/4/2023 the Finance Officer loaned £2,000 to the charity and it was repaid on 3/5/2023. There were no other related party transactions.

4. Legal and Professional costs

	31/3/2024 £	31/3/2023 £
Independent Examiner's Fees	430	420
	<u>430</u>	<u>420</u>

5. Donated Services

The trustees receive no remuneration for their services.

6. Fixed Assets

	Minibus £	IT Equipment £	Total £
Cost or estimated cost at 1 April 2023	35,746	840	36,586
Disposals	-	-	-
Additions	-	-	-
At 31 March 2024	<u>35,746</u>	<u>840</u>	<u>36,586</u>
Accumulated depreciation at 1 April 2023	35,746	698	36,444
Charge for the year	-	142	142
At 31 March 2024	<u>35,746</u>	<u>840</u>	<u>36,586</u>
Net book value at 31 March 2024	<u>£-</u>	<u>£-</u>	<u>£-</u>
Net book value at 31 March 2023	<u>£-</u>	<u>£142</u>	<u>£142</u>

AGE CONCERN PETERSFIELD AND DISTRICT
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024 (cont)

7. Commitments

The trustees are not committed to any capital purchases at the year end.

8. Fixed Asset Investments

	£
Carrying (market) value at 1 April 2023	171,917
Less: Transfer of funds to bank current account	(5,000)
Add: net surplus on revaluation	11,008
	<hr/>
Carrying (market) value at 31 March 2024	<u>£177,925</u>

Analysis of Investments

	Market value at year end £	Income from investments for the year £
Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes	177,925	5,612
	<hr/>	<hr/>
	<u>£177,925</u>	<u>£5,612</u>

Material Investment Holding

Investment Held	COIF Investment Fund £
Market Value	<u>£103,846</u>

9. Current Liabilities

	31/3/2024 £	31/3/2023 £
Creditors	500	-
Accruals	830	2,045
Social Security	186	38
	<hr/>	<hr/>
	<u>£1,516</u>	<u>£2,083</u>

AGE CONCERN PETERSFIELD AND DISTRICT

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2024 (cont)

10. Analysis of Fund Assets and Liabilities

	Unrestricted Funds £	Restricted Funds £	Expendable Endowment Funds £	Total £
Tangible Fixed Assets	-	-	-	-
Fixed Asset Investment	-	-	177,925	177,925
Current Assets	50,772	7,529	-	58,301
Current Liabilities	-1,516	-	-	-1,516
	<u>£49,256</u>	<u>£7,529</u>	<u>£177,925</u>	<u>£234,710</u>

The unrestricted funds of the charity may be applied for any charitable purpose at the discretion of the trustees.

The expendable endowment and additions thereto are to be invested and the income used for any charitable purpose at the discretion of the trustees. The expendable endowment may also be spent at the absolute discretion of the trustees.

AGE CONCERN PETERSFIELD AND DISTRICT
DEPARTMENTAL ANALYSES
FOR THE YEAR ENDED 31 MARCH 2024

	31/3/2024	31/3/2023
	£	£
Luncheon		
Fees Received	(14,121)	(10,366)
John Lewis Grant	(527)	-
Staff and Pensions Costs	9,139	9,304
Supplies	6,979	5,004
Equipment	89	153
Expenses	-	3
Special Occasions	130	112
Room Hire	2,934	3,001
	<u>4,623</u>	<u>7,211</u>
Minibus		
Fares:Lunchclub & Shopping	(3,355)	(2,843)
Fares:Outings	(1,471)	(1,697)
Hire	(201)	(334)
Special Outings	238	1,196
Fuel	1,332	1,885
Parking	722	2
Cleaning	120	150
Maintenance and Repairs	2,341	795
Insurance and Car Tax	1,184	835
Mobile Phone	21	60
Miscellaneous	62	90
Driver Medicals	45	100
Driver Expenses	62	76
Driver Training	250	-
Driver Licensing and Compliance	21	-
Breakdown Cover	-	299
Depreciation	-	1,495
	<u>1,371</u>	<u>2,109</u>

AGE CONCERN PETERSFIELD AND DISTRICT
DEPARTMENTAL ANALYSES
FOR THE YEAR ENDED 31 MARCH 2024 (cont)

	31/3/2024	31/3/2023
	£	£
Administration		
Donations Received - Unsolicited	(2,218)	(7,328)
Legacies & Bequests	(74,153)	-
Council Grant	(500)	-
Bank Interest	(535)	-
Investment Income	(5,612)	(5,990)
Investment Losses/(Gains)	(11,008)	14,273
Staff and Pensions Costs	18,305	17,621
Winton House Hot Desk	1,000	1,000
Parking & Mileages	-	48
Public Liability Insurance	199	504
Telephone and Postage	200	245
Home Office Use	448	384
Office supplies	-	6
Website and IT Costs	675	768
Room Hire	107	97
Stationery, Photocopying and Printing	72	160
Accountancy and Professional Fees	430	420
Refreshments	20	30
DBS Checks	10	-
Gifts	103	221
Donations	-	750
Promotion and Marketing	258	302
Sponsorship	-	170
Training	65	5
Miscellaneous Expenses	-	10
50 Club Licence	40	-
Depreciation	142	280
	<u>(71,952)</u>	<u>23,796</u>
Help at Home		
Fees Received	(5,209)	(4,939)
Staff and Pensions Costs	7,470	7,235
Home Office Use	208	208
Office Equipment	25	-
Mobile	156	207
Mileage	311	318
DBS Checks	98	25
Telephone & Postage	9	46
Printing and Photocopying	13	20
	<u>3,081</u>	<u>3,120</u>

AGE CONCERN PETERSFIELD AND DISTRICT
DEPARTMENTAL ANALYSES
FOR THE YEAR ENDED 31 MARCH 2024 (cont)

	31/3/2024	31/3/2023
	£	£
Christmas Party		
John Lewis Grant	(500)	-
Raffle	(136)	(51)
Entertainment	-	2
Christmas Presents	-	21
Christmas Lunch	500	-
Refreshments	-	65
	<u>(136)</u>	<u>37</u>
Computer Club		
Fees Received	(898)	(653)
Room Hire	736	579
	<u>(162)</u>	<u>(74)</u>
Lets Get Moving		
Fees Received	(1,350)	(784)
Hall Hire	136	394
Sessions Costs	696	600
	<u>(518)</u>	<u>210</u>
Mindfulness Sessions		
Fees Received	-	(175)
Costs	-	184
	<u>-</u>	<u>9</u>
	<u>-</u>	<u>-</u>
(Surplus)/Deficit for the year	<u>£(63,693)</u>	<u>£36,598</u>

AGE CONCERN PETERSFIELD AND DISTRICT

England & Wales - Charity number 1178837

Accounts

AGE CONCERN PETERSFIELD AND DISTRICT
REGISTERED CHARITY NUMBER 1178837
ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

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AGE CONCERN PETERSFIELD AND DISTRICT

CHARITY INFORMATION

Trustees:	Mrs R Bishop (Chair) Ms Maroulla Sullivan (Treasurer) Mrs S Zirps Mr P Rush Mrs R Sander
Principal Officers:	Mr L Seymour (Finance Officer) Mrs S Rocher (Manager)
Charity Number:	1178837
Principal Office:	Age Concern Petersfield and District The Winton House Centre 18 High Street Petersfield Hampshire GU32 3JL
Independent Examiner:	Mr G R Beer MA (Cantab) FCA 4, Chilgrove House Marden Way Petersfield Hampshire GU31 4PU
Bankers:	Lloyds Blackheath London BX1 1LT

AGE CONCERN PETERSFIELD AND DISTRICT

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2023

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Management and governance arrangements

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The trustees annually review the risks that the charity faces. To date these have mainly related to investment management. There are also minor areas of risk relating to employing staff which have been covered by proper procedures and insurance.

Achievements and Performance of the Trust

In the aftermath of the Covid pandemic and with the relaxing of restrictions, normal operations resumed quickly, the take-up of our services continues to grow and expand. ACP has maintained its proactive response: the maintaining of robust relations with our growing number of clients and innovative new ideas to support them.

New initiatives to improve mental health have flourished since Covid and like many other Charities, ACP has found several ways to support those in need: our Chatty Cafe, the Link up Service and the popular Chair based Exercise classes.

The Minibus service has continued to provide weekly transport for trips into town and for those attending the Lunch Club, as well as memorable outings and trips further afield during the summer months. We are indebted to our team of Drivers – professional and trustworthy bar none. The operating deficit for the minibus service was £614 for the year.

The Computer Club continues to be popular. Our coaches provide tuition tailored to each learner, helping to demystify IT in an ever-expanding digital age.

The Luncheon Club continues to flourish (now with a waiting list) and numbers are restricted only by the size of the kitchen and the equipment available to the team of superb volunteers led by our cook Marian Leybourne. She continues her excellent work in providing delicious 2-course meals for only £5. The operating deficit was £7,211 for the period.

Our Help at Home, led by Kym Devine, provides a value for money service, much valued by the clients. Recruitment issues are ongoing and are felt nationwide.

We look to 2024 – a big year for ACP. We celebrate our 60th Birthday in Petersfield.

AGE CONCERN PETERSFIELD AND DISTRICT

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2023 (cont.)

Financial Review, Investment Policy and Reserves

The charity continues to be financially dependent on voluntary donations, investment income, investment growth and income from operations to sustain its activities. Interest rates improved over the period and investment income remained steady, returning 3.5% over the year. In this reporting year, the charity received no legacies and no grant funding. Donations and gifts totalled £7,328.

The trustees have set a policy that the Expendable Endowment should be invested to maximize the total return (capital growth plus income) with a medium level of risk. The income from investments was £5,990. The capital value of the investments decreased by £14,723, reflecting the poor performance of the investment market, reversing the gains of £15,855 in Y/E 2022. At the beginning of the year 1st April 2022, the value of investments was £199,190 and at 31st March 2023 it was £171,917. The difference is accounted for by the sale of funds to the value of £18,990 in the year.

Total return from the Expendable Endowment is split between funds retained as capital and funds used as income. Although the trustees have the power to spend the Expendable Endowment, the investment of capital is the only source of ongoing income and so the fund is invested with the objective of ensuring that the Expendable Endowment retains approximately its real value in the medium term. This approach means the money available to spend as income can fluctuate.

Operational costs have increased to £56,985 for the year (£52,119 for 2022), reflecting increasing costs in all areas. The net resources expended were £36,598 (net income resources £8,811 for 2022). At the end of the year total funds were £171,017 (£207,615 for 2022).

AGE CONCERN PETERSFIELD AND DISTRICT

TRUSTEES ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2023 (cont)

Reserves Policy

Unrestricted funds are needed:

- a. To provide funds which can be designated to specific projects to enable these projects to be undertaken at short notice and
- b. To cover administration fund-raising and support costs without which the charity could not function.

The trustees consider it prudent that unrestricted reserves should be sufficient:

- a. To cover one year's administration, fund-raising and support costs;
- b. To provide a pool equal to 10% of the average charitable expenditure over the preceding years from which funds can be designated to specific projects.

Statement of trustees' responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with the applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales 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 income resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles of the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that 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 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

Independent Examiner

The trustees intend to ask the existing accountant to undertake the Independent Examination of the Trust in the following year.

Mrs R Bishop

Signed RAE Bishop

Date 31/12/2023

AGE CONCERN PETERSFIELD AND DISTRICT

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES ON THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

I report to the trustees on my examination of the accounts of Age Concern Petersfield and District for the year ended 31st.March 2023.

Responsibilities and Basis of Report

As the trustees of the Charity you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)b of the 2011 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 me cause to believe that in any material respect:

1.accounting records were not kept in respect of the Charity as required by section 130 of the Act; or

2 the accounts do not accord with those records; or

3.the accounts do not comply with the applicable requirements concerning the 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 an 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.

G R Beer MA (Cantab) FCA
Chartered Accountant
4, Chilgrove House
Marden Way
Petersfield, Hampshire GU31 4PU

2023

**AGE CONCERN PETERSFIELD AND DISTRICT
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023**

Incoming Resources	Note	Unrestricted Funds £	Restricted Funds £	Expendable Endowment Funds £	Totals 31/3/2 £	Unrestricted Funds £	Restricted Funds £	Expendable Endowment Funds £	Totals 31/3/2022 £
Donations and gifts		7,328	-	-	7,328	20,469	-	-	20,469
Fees		20,094	-	-	20,094	15,258	-	-	15,258
Other Contributions		1,748	-	-	1,748	649	-	-	649
Furlough Grants		-	-	-	-	2,549	-	-	2,549
Investment Income	8	-	-	5,990	5,990	-	-	6,150	6,150
Investment Gains/(Loss)		-	-	(14,273)	(14,273)	-	-	15,855	15,855
Total resources incoming		29,170	-	(8,283)	20,887	38,925	-	22,005	60,930
Resources Expended									
Luncheon club		17,577	-	-	17,577	14,706	-	-	14,706
Minibus service		6,983	-	-	6,983	9,255	-	-	9,255
Computer Club		579	-	-	579	533	-	-	533
Help at Home		8,059	-	-	8,059	7,360	-	-	7,360
Christmas Party		88	-	-	88	237	-	-	237
Administration		22,521	500	-	23,021	20,028	-	-	20,028
Let's Get Moving		994	-	-	994	-	-	-	-
Mindfulness Sessions		184	-	-	184	-	-	-	-
Total resources expended		56,985	500	-	57,485	52,119	-	-	52,119
Net Income resources/ (resources expended)		(27,815)	(500)	(8,283)	(36,598)	(13,194)	-	22,005	8,811
Gross transfer between Funds		18,990	-	(18,990)	-	6,150	-	(6,150)	-
Funds brought forward at 1 April 2022	10	7,925	500	199,190	207,615	14,969	500	183,335	198,804
Funds carried forward at 31 March 2023	10	£(900)	£-	£171,917	£171,017	£7,925	£500	£199,190	£207,615

**AGE CONCERN PETERSFIELD AND DISTRICT
BALANCE SHEET
AS AT 31 MARCH 2023**

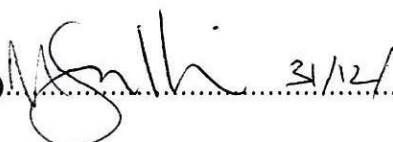
	Note	Unrestricted Funds	Restricted Funds	Expendable Endowment Funds	Total Funds	Unrestricted Funds	Restricted Funds	Expendable Endowment Funds	Total Funds
		£	£	£	31/3/2023	£	£	£	31/3/2022
					£				£
FIXED ASSETS									
Tangible Assets	6	142	-	-	142	1,917	-	-	1,917
Investments	8	-	-	171,917	171,917	-	-	199,190	199,190
Total Fixed Assets		<u>142</u>	<u>-</u>	<u>171,917</u>	<u>172,059</u>	<u>1,917</u>	<u>-</u>	<u>199,190</u>	<u>201,107</u>
CURRENT ASSETS									
Debtors		712	-	-	712	2,504	-	-	2,504
Cash at bank and in hand		329	-	-	329	4,605	500	-	5,105
Total Current Assets		<u>1,041</u>	<u>-</u>	<u>-</u>	<u>1,041</u>	<u>7,510</u>	<u>500</u>	<u>-</u>	<u>7,609</u>
LIABILITIES:									
Creditors: Amounts falling due within one year	9	2,083	-	-	2,083	1,101	-	-	1,101
Net Current Assets		<u>(1,042)</u>	<u>-</u>	<u>-</u>	<u>(1,042)</u>	<u>6,008</u>	<u>500</u>	<u>-</u>	<u>6,508</u>
Net (Liabilities)/Assets		<u>£(900)</u>	<u>£-</u>	<u>£171,917</u>	<u>171,017</u>	<u>7,925</u>	<u>500</u>	<u>£199,190</u>	<u>£207,615</u>
THE FUNDS OF THE CHARITY:									
Expendable Endowment Funds	10	-	-	171,917	171,917	-	-	199,190	199,190
Unrestricted Funds	10	(900)	-	-	(900)	7,925	-	-	7,925
Restricted Funds		-	-	-	-	-	500	-	500
Total Charity Funds		<u>£(900)</u>	<u>£-</u>	<u>£171,917</u>	<u>£171,017</u>	<u>£7,925</u>	<u>£500</u>	<u>£199,190</u>	<u>£207,615</u>

and signed on its behalf by:

Mrs R Bishop - Chair

 31/12/2023

Ms Maroulla Sullivan (Hon Treasurer)

 31/12/2023

AGE CONCERN PETERSFIELD AND DISTRICT

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2023

1. Accounting Policies

In preparing the accounts the following accounting policies have been complied with:

- a) The accounts have been prepared under the historical cost convention as modified for the revaluation of investments. The accounts have been prepared in accordance with the Statement of Recommended Practice (SORP) :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 14 July 2014 and the Charities Act 2011.
- b) In preparing the accounts,the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was needed.No restatements were required.
- c) Fixed assets are valued at cost or where this is not known at estimated cost. Laundry Equipment has been disposed of for nil proceeds and depreciation for the Computer has been provided at 33.33% per annum on a straight-line basis. Depreciation for the Minibus has been provided at 16.667% per annum on a straight-line basis.
- d) Provisions are made for liabilities incurred but not yet paid. Commitments entered into by the trustees but not yet paid are identified in a separate note.
- e) Donations and legacies are recorded as income in the year of receipt. Items receivable are identified in a separate note.
- f) Revenue grants paid and received are recorded in the year's payments and receipts.
- g) Investment income is the income received in the period on sums deposited with building societies, banks, investment funds and national savings.
- h) Income and expenditure is shown gross in the accounts and not netted off.
- i) As a result of a review of the origins of the old charity's funds in 2005 the trustees determined that the funds arising from the sale of the Brownfield House property should have been treated as giving rise to an Expendable Endowment Fund. The property was a gift to the Charity which sold for a substantial profit in 1997. The value of the gift relative to the size of the charity was such that the donor must have intended it to be of a capital nature. The trustees had therefore in 2005 transferred a sum equivalent to the current value of the benefit arising from the sale of the Brownfield House property to an expendable endowment fund.This has been transferred to the new CIO charity
- j) Investment gains and losses includes any gain or loss on the sale of investments and any gain or loss resulting form revaluing investments to market value at the end of the year.
- k) The Trustees have confirmed that there are no material uncertainties about the charity's ability to continue as a going concern.
- l) Irrecoverable VAT is charged against the expenditure heading for which it was incurred.
- m) The charity have registered with NEST to offer employees entitlement to join a defined contribution "money purchase" scheme.Three employees are now eligible.

2. Taxation

The Trust is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

AGE CONCERN PETERSFIELD AND DISTRICT
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023 (cont)

3. Analysis of employee costs

	31/3/2023	31/3/2022
	£	£
Salaries and Pension Contributions	34,160	31,200
Social Security Costs	-	-
Total	£34,160	£31,200

No employee received emoluments of over £60,000 during the period.

Average number employees for the period was 4.

Average number of full time equivalent employees for the period was 0.

4. Legal and Professional costs

	31/3/2023	31/3/2022
	£	£
Independent Examiner's Fees	420	420

5. Donated Services

The trustees receive no remuneration for their services.

6. Fixed Assets

	Minibus	IT Equipment	Total
	£	£	£
Cost or estimated cost at 1 April 2022	35,746	840	36,586
Disposals	-	-	-
Additions	-	-	-
At 31 March 2023	35,746	840	36,586
Accumulated depreciation at 1 April 2022	34,251	418	34,669
On Disposals	-	-	-
Charge for the year	1,495	280	1,775
At 31 March 2023	35,746	698	36,444
Net book value at 31 March 2023	£0	£142	£142
Net book value at 31 March 2022	£1,495	£422	£1,917

AGE CONCERN PETERSFIELD AND DISTRICT

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2023 (cont)

7. Commitments

The trustees are not committed to any capital purchases at the year end.

8. Fixed Asset Investments

	£
Carrying (market) value at 1 April 2022	199,190
Less: Transfer of funds to bank current account	(13,000)
Less: net deficit on revaluation	(14,273)
	<hr/>
Carrying (market) value at 31 March 2023	£171,917
	<hr/> <hr/>

Analysis of Investments

	Market value at year end	Income from investments for the year
	£	£
Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes	171,917	5,990
	<hr/>	<hr/>
	£171,917	£5,990
	<hr/> <hr/>	<hr/> <hr/>

Material Investment Holding

Investment Held	COIF Investment Fund
	£
Market Value	£98,124
	<hr/> <hr/>

9. Current Liabilities

	31/3/2023	31/3/2022
	£	£
Creditors	-	-
Accruals	2,045	1,063
Social Security	38	38
	<hr/>	<hr/>
	£2,083	£1,101
	<hr/> <hr/>	<hr/> <hr/>

AGE CONCERN PETERSFIELD AND DISTRICT
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023 (cont)

10. Analysis of Fund Assets and Liabilities

	Unrestricted Funds £	Restricted Funds £	Expendable Endowment Funds £	Total £
Tangible Fixed Assets	142	-	-	142
Fixed Asset Investment	-	-	171,917	171,917
Current Assets	1,041	-	-	1,041
Current Liabilities	(2,083)	-	-	(2,083)
	<u>£(900)</u>	<u>£-</u>	<u>£171,917</u>	<u>£171,017</u>

The unrestricted funds of the charity may be applied for any charitable purpose at the discretion of the trustees.

The expendable endowment and additions thereto are to be invested and the income used for any charitable purpose at the discretion of the trustees. The expendable endowment may also be spent at the absolute discretion of the trustees.

AGE CONCERN PETERSFIELD AND DISTRICT**DEPARTMENTAL ANALYSES****FOR THE YEAR ENDED 31 MARCH 2023**

	31/3/2023	31/3/2022
	£	£
Luncheon		
Fees Received	(10,366)	(9,756)
Staff and Pensions Costs	9,304	8,498
Furlough Grants	-	(1,100)
Mileage	-	30
Supplies	5,004	3,535
Equipment	153	34
Expenses	3	-
Special Occasions	112	143
Room Hire	3,001	2,466
	<u>7,211</u>	<u>3,850</u>
Minibus		
Fares:Lunchclub & Shopping	(2,843)	(1,220)
Fares:Outings	(1,697)	(605)
Hire	(334)	-
Special Outings	1,196	307
Fuel	1,885	742
Parking	2	500
Cleaning	150	60
Maintenance and Repairs	795	471
Insurance and Car Tax	835	806
Mobile Phone	60	60
Miscellaneous	90	8
Driver Medicals	100	65
Driver Expenses	76	57
Breakdown Cover	299	223
Depreciation	1,495	5,956
	<u>2,109</u>	<u>7,430</u>

AGE CONCERN PETERSFIELD AND DISTRICT
DEPARTMENTAL ANALYSES
FOR THE YEAR ENDED 31 MARCH 2023 (cont)

	31/3/2023	31/3/2022
	£	£
Administration		
Donations Received - Unsolicited	(7,328)	(3,338)
Legacies & Bequests	-	(17,131)
Investment Income	(5,990)	(6,150)
Investment Losses/(Gains)	14,273	(15,855)
Staff and Pensions Costs	17,621	16,368
Winton House Hot Desk	1,000	1,000
Furlough Grants	-	(941)
Parking & Mileages	48	-
Public Liability Insurance	504	409
Telephone and Postage	245	230
Home Office Use	384	416
Office supplies	6	13
Website and IT Costs	768	615
Room Hire	97	59
Stationery, Photocopying and Printing	160	40
Accountancy and Professional Fees	420	420
Refreshments	30	-
DBS Checks	-	10
Gifts	221	7
Donations	750	21
Promotion and Marketing	302	135
Sponsorship	170	-
Training	5	-
Miscellaneous Expenses	10	5
Depreciation	280	280
	<u>23,976</u>	<u>(23,387)</u>
Help at Home		
Fees Received	(4,939)	(3,772)
Staff and Pensions Costs	7,235	6,334
Furlough Grants	-	(508)
Home Office Use	208	208
Mobile	207	202
Mileage	318	273
Taxi	-	39
DBS Checks	25	270
Cafe	-	5
Telephone & Postage	46	16
Printing and Photocopying	20	13
	<u>3,120</u>	<u>3,080</u>

AGE CONCERN PETERSFIELD AND DISTRICT
DEPARTMENTAL ANALYSES
FOR THE YEAR ENDED 31 MARCH 2023 (cont)

	31/3/2023	31/3/2022
	£	£
Christmas Party		
Raffle	(51)	(44)
Entertainment	2	-
Christmas Presents	21	200
Raffle	-	37
Refreshments	65	
	<u>37</u>	<u>193</u>
Computer Club		
Fees Received	(653)	(510)
Room Hire	579	533
	<u>(74)</u>	<u>23</u>
Lets Get Moving		
Fees Received	(784)	-
Hall Hire	394	-
Sessions Costs	600	-
	<u>210</u>	<u>-</u>
Mindfulness Sessions		
Fees Received	(175)	-
Costs	184	-
	<u>9</u>	<u>-</u>
Deficit/(Surplus) for the year	<u>£36,598</u>	<u>£(8,811)</u>

AGE CONCERN PETERSFIELD AND DISTRICT

England & Wales - Charity number 1178837

Accounts

AGE CONCERN PETERSFIELD AND DISTRICT
REGISTERED CHARITY NUMBER 1178837
ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

AGE CONCERN PETERSFIELD AND DISTRICT

REGISTERED CHARITY NUMBER 1178837

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

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AGE CONCERN PETERSFIELD AND DISTRICT

CHARITY INFORMATION

Trustees:	Mrs R Bishop (Chair) Ms Maroulla Sullivan (Hon Treasurer) Mrs S Zirps Mr P Rush Mrs R Sander
Principal Officers:	Mr L Seymour (Finance Officer) Mrs S Rocher (Manager)
Charity Number:	1178837
Principal Office:	Age Concern Petersfield and District The Winton House Centre 18 High Street Petersfield Hampshire GU32 3JL
Independent Examiner:	Mr G R Beer MA (Cantab) FCA 4, Chilgrove House Marden Way Petersfield Hampshire GU31 4PU
Bankers:	Lloyds Blackheath London BX1 1LT

AGE CONCERN PETERSFIELD AND DISTRICT

TRUSTEES ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2022

History, objectives and activities of the Trust

Age Concern Petersfield and District is an independent charity and its aim is to promote and encourage the welfare of older people in and around Petersfield, in the area of East Hampshire.

The original Charity was formed over fifty years ago. Since its inception the Trustees had always placed great value on providing practical services which meet the needs of older people and enable them to continue to live independently in their own homes. On 18 June 2019, a new charity was formed as a Charitable Incorporated Organisation (CIO) with the same name and aims as the original charity. The latter ceased activities on 31 October 2019 and on that date all assets and liabilities were transferred to the CIO.

Management and governance arrangements

The governing document provides for a minimum of 3 and a maximum of 12 trustees. Were there a requirement for new trustees, these would be selected and appointed by the current trustees. The chair of trustees is responsible for the induction of any new trustee which involves awareness of a trustee's responsibilities, the governing document, administrative procedures and the history and philosophical approach of the charity. A new trustee would receive copies of the previous year's annual report and accounts and a copy of the Charity commission leaflet "The Essential Trustee: What You Need to Know". The current trustees have held office for between 2 and 4 years.

The trustees annually review the risks that the charity faces. To date these have mainly related to investment management. There are also minor areas of risk relating to employing staff which have been covered by proper procedures and insurance.

Achievements and Performance of the Trust

In the aftermath of the Covid pandemic and with the relaxing of restrictions in late summer of 2021, normal operations resumed and the take-up of our services recovered very well. Clearly, pent-up demand for social contact was strong amongst our clients who had been denied it for so long. Our proactive response to the lockdowns and the maintaining of relations with our clients were strong factors in this successful bounce back.

At the beginning of 2019, we launched a new service, Help at Home, as a successor to Homeclean. This is subscription based, providing a wide range of services covering housework, laundry, shopping and companionship (but not personal care) aimed at helping older people continue to live in their own homes. Kym Devine does an excellent job as coordinator and this service continues to grow. The operating deficit was £3,080.

The Minibus service has continued to provide weekly transport for trips into town and for those attending the Lunch Club, as well as outings and trips further afield during the summer months. The operating deficit for the minibus service was £1,474 for the year.

The Computer Club continues to be popular although numbers and income fluctuate, and the service breaks even.

The Luncheon Club continues to flourish, and numbers are restricted only by the size of the kitchen and the equipment available to the team of volunteers led by our cook Marian Leybourne. She continues her excellent work in providing delicious 2-course meals for only £5. The operating deficit was £3,850 for the period.

AGE CONCERN PETERSFIELD AND DISTRICT

TRUSTEES ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2022

Financial Review, Investment Policy and Reserves

The charity continues to be financially dependent on voluntary donations, investment income, investment growth and income from operations to sustain its activities. Interest rates have remained extremely low and investment income has continued to fall slightly, returning 3.1% over the year. In this reporting year, the charity was fortunate to receive legacies of £17,131. The Charity received no Grant funding. Donations and gifts totalled £20,469 which includes these legacies. It is interesting to note that unsolicited donations have tailed off since the end of the pandemic.

The trustees have set a policy that the Expendable Endowment should be invested to maximize the total return (capital growth plus income) with a medium level of risk. The income from investments was £6,150. The capital value of the investments increased by £15,855, a smaller increase than in the booming market conditions in 2021 which was £22,683. At the beginning of the year March 2021, the value of investments was £183,335 and at 31st March 2022 it was £199,190.

Total return from the Expendable Endowment is split between funds retained as capital and funds used as income. Although the trustees have the power to spend the Expendable Endowment, the investment of capital is the only source of ongoing income and so the fund is invested with the objective of ensuring that the Expendable Endowment retains approximately its real value in the medium term. This approach means the money available to spend as income can fluctuate.

Operational costs have decreased to £52,119 for the year (£54,540 for 2021). These figures exclude furlough grants received which reduced actual staff costs in both 2021 and 2022. The net income resources were £8,811 (net income resources £5,741 for 2021). At the end of the year total funds were £207,615 (£198,804 for 2021).

Reserves Policy

The Reserves Policy has been revised following a review this year, and the trustees consider that the revised policy better reflects the long-term aim of the charity of continuing to provide the services which are so valued by its clients. The Reserves Policy is reviewed annually as part of the Charity's governance review.

Unrestricted funds are needed:

- a. To provide funds which can be designated to specific projects to enable these projects to be undertaken at short notice and
- b. To cover administration fund-raising and support costs without which the charity could not function.

The trustees consider it prudent that unrestricted reserves should be sufficient:

- a. To cover one year's administration, fund-raising and support costs and
- b. To cover 100% of the cost of subsidising the charity's services for one year.

AGE CONCERN PETERSFIELD AND DISTRICT

TRUSTEES ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2022

Statement of trustees' responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with the applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales 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 income resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles of the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that 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 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

Independent Examiner

The trustees intend to ask the existing accountant to undertake the independent examination of the Trust in the following year.

Mrs R Bishop

Signed



Date

22 November 2022

AGE CONCERN PETERSFIELD AND DISTRICT

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES ON THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

I report to the trustees on my examination of the accounts of Age Concern Petersfield and District for the year ended 31st.March 2022.

Responsibilities and Basis of Report

As the trustees of the Charity you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)b of the 2011 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 me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- 2 the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the 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 an 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.



G R Beer MA (Cantab) FCA
Chartered Accountant
4, Chilgrove House
Marden Way
Petersfield, Hampshire GU31 4PU

22 November 2022

AGE CONCERN PETERSFIELD AND DISTRICT

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022

Incoming Resources		Unrestricted Funds	Restricted Funds	Expendable Endowment Funds	Totals 31/3/2022	Unrestricted Funds	Restricted Funds	Expendable Endowment Funds	Totals 31/03/2021
	Note	£	£	£	£	£	£	£	£
Donations and gifts		20,469	-	-	20,469	18,747	-	-	18,747
Fees		15,258	-	-	15,258	5,374	-	-	5,374
Other Contributions		649	-	-	649	-	-	-	-
Furlough Grants		2,549	-	-	2,549	7,135	-	-	7,135
Investment Income	8	-	-	6,150	6,150	-	-	6,342	6,342
Investment Gains/(Loss)		-	-	15,855	15,855	-	-	22,683	22,683
Total resources incoming		38,925	-	22,005	60,930	31,256	-	29,025	60,281
Resources Expended									
Luncheon club		14,706	-	-	14,706	10,842	-	-	10,842
Minibus service		9,255	-	-	9,255	10,289	-	-	10,289
Computer Club		533	-	-	533	50	-	-	50
Help at Home		7,360	-	-	7,360	7,070	-	-	7,070
Christmas Party		237	-	-	237	-	-	-	-
Administration		20,028	-	-	20,028	26,289	-	-	26,289
Total resources expended		52,119	-	-	52,119	54,540	-	-	54,540
Net Income resources/ (resources expended)		(13,194)	-	22,005	8,811	(23,284)	-	29,025	5,741
Gross transfer between Funds		6,150	-	(6,150)	-	21,342	-	(21,342)	-
Funds brought forward at 1 April 2021		14,969	500	183,335	198,804	16,911	500	175,652	193,063
Funds carried forward at 31 March 2022		£7,925	£500	£199,190	£207,615	£14,969	£500	£183,335	£198,804

AGE CONCERN PETERSFIELD AND DISTRICT

BALANCE SHEET
AS AT 31 MARCH 2022

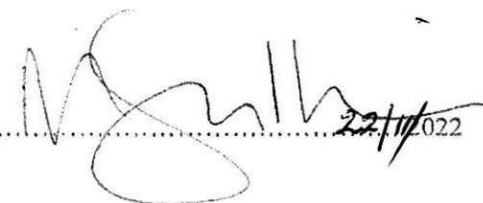
	Note	Unrestricted Funds	Restricted Funds	Expendable Endowment Funds	Total Funds 31/03/2022	Unrestricted Funds	Restricted Funds	Expendable Endowment Funds	Total Funds 31/03/2021
		£	£	£	£	£	£	£	£
FIXED ASSETS									
Tangible Assets	6	1,917	-	-	1,917	8,153	-	-	8,153
Investments	8	-	-	199,190	199,190	-	-	183,335	183,335
Total Fixed Assets		<u>1,917</u>	<u>-</u>	<u>199,190</u>	<u>201,107</u>	<u>8,153</u>	<u>-</u>	<u>183,335</u>	<u>191,488</u>
CURRENT ASSETS									
Debtors		2,504	-	-	2,504	1,205	-	-	1,205
Cash at bank and in hand		4,605	500	-	5,105	6,305	500	-	6,805
Total Current Assets		<u>7,109</u>	<u>500</u>	<u>-</u>	<u>7,609</u>	<u>7,510</u>	<u>500</u>	<u>-</u>	<u>8,010</u>
LIABILITIES:									
Creditors: Amounts falling due within one year	9	1,101	-	-	1,101	694	-	-	694
Net Current Assets		<u>6,008</u>	<u>500</u>	<u>-</u>	<u>6,508</u>	<u>6,816</u>	<u>500</u>	<u>-</u>	<u>7,316</u>
Net Assets		<u>£7,925</u>	<u>£500</u>	<u>£199,190</u>	<u>£207,615</u>	<u>£14,969</u>	<u>£500</u>	<u>£183,335</u>	<u>£198,804</u>
THE FUNDS OF THE CHARITY:									
Expendable Endowment Funds	10	-	-	199,190	199,190	-	-	183,335	183,335
Unrestricted Funds	10	7,925	-	-	7,925	14,969	-	-	14,969
Restricted Funds		-	500	-	500	-	500	-	500
Total Charity Funds		<u>£7,925</u>	<u>£500</u>	<u>£199,190</u>	<u>£207,615</u>	<u>£14,969</u>	<u>£500</u>	<u>£183,335</u>	<u>£198,804</u>

and signed on its behalf by:

Mrs R Bishop - Chair

 22/11/2022

Ms M Sullivan – Hon Treasurer

 22/11/2022

AGE CONCERN PETERSFIELD AND DISTRICT

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2022

1. Accounting Policies

In preparing the accounts the following accounting policies have been complied with:

- a) The accounts have been prepared under the historical cost convention as modified for the revaluation of investments. The accounts have been prepared in accordance with the Statement of Recommended Practice (SORP) :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 14 July 2014 and the Charities Act 2011.
- b) In preparing the accounts,the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was needed.No restatements were required.
- c) Fixed assets are valued at cost or where this is not known at estimated cost. Laundry Equipment has been disposed of for nil proceeds and depreciation for the Computer has been provided at 33.33% per annum on a straight-line basis. Depreciation for the Minibus has been provided at 16.667% per annum on a straight-line basis.
- d) Provisions are made for liabilities incurred but not yet paid. Commitments entered into by the trustees but not yet paid are identified in a separate note.
- e) Donations and legacies are recorded as income in the year of receipt. Items receivable are identified in a separate note.
- f) Revenue grants paid and received are recorded in the year's payments and receipts.
- g) Investment income is the income received in the period on sums deposited with building societies, banks, investment funds and national savings.
- h) Income and expenditure is shown gross in the accounts and not netted off.
- i) As a result of a review of the origins of the old charity's funds in 2005 the trustees determined that the funds arising from the sale of the Brownfield House property should have been treated as giving rise to an Expendable Endowment Fund. The property was a gift to the Charity which sold for a substantial profit in 1997. The value of the gift relative to the size of the charity was such that the donor must have intended it to be of a capital nature. The trustees had therefore in 2005 transferred a sum equivalent to the current value of the benefit arising from the sale of the Brownfield House property to an expendable endowment fund.This has been transferred to the new CIO charity
- j) Investment gains and losses includes any gain or loss on the sale of investments and any gain or loss resulting form revaluing investments to market value at the end of the year.
- k) The Trustees have confirmed that there are no material uncertainties about the charity's ability to continue as a going concern.
- l) Irrecoverable VAT is charged against the expenditure heading for which it was incurred.
- m) The charity have registered with NEST to offer employees entitlement to join a defined contribution "money purchase" scheme.Three employees are now eligible.

2. Taxation

The Trust is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

AGE CONCERN PETERSFIELD AND DISTRICT

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2022 (cont)

3. Analysis of employee costs

	31/3/2022 £	31/3/2021 £
Salaries and Pension Contributions	31,200	33,865
Social Security Costs	-	-
Total	<u>£31,200</u>	<u>£33,865</u>

No employee received emoluments of over £60,000 during the period.

Average number employees for the period was 4.

Average number of full time equivalent employees for the period was 0.

4. Legal and Professional costs

	31/3/2022 £	31/3/2021 £
Independent Examiner's Fees	420	400

5. Donated Services

The trustees receive no remuneration for their services.

6. Fixed Assets

	Minibus £	IT Equipment £	Total £
Cost or estimated cost at 1 April 2021	35,746	840	36,586
Disposals	-	-	-
Additions	-	-	-
At 31 March 2022	<u>35,746</u>	<u>840</u>	<u>36,586</u>
Accumulated depreciation at 1 April 2021	28,295	138	28,433
On Disposals	-	-	-
Charge for the year	5,956	280	6,236
At 31 March 2022	<u>34,251</u>	<u>418</u>	<u>34,669</u>
Net book value at 31 March 2022	<u>£1,495</u>	<u>£422</u>	<u>£1,917</u>
Net book value at 31 March 2021	<u>£7,451</u>	<u>£702</u>	<u>£8,153</u>

AGE CONCERN PETERSFIELD AND DISTRICT

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2022 (cont)

7. Commitments

The trustees are not committed to any capital purchases at the year end.

8. Fixed Asset Investments

	£
Carrying (market) value at 1 April 2021	183,335
Add: net surplus on revaluation	15,855
	<hr/>
Carrying (market) value at 31 March 2022	£199,190
	<hr/> <hr/>

Analysis of Investments

	Market value at year end £	Income from investments for the year £
Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes	199,190	6,150
	<hr/>	<hr/>
	£199,190	£6,150
	<hr/> <hr/>	<hr/> <hr/>

Material Investment Holding

Investment Held	COIF Investment Fund £
Market Value	£109,431
	<hr/> <hr/>

9. Current Liabilities

	31/3/2022 £	31/3/2021 £
Creditors	-	-
Accruals	1,063	652
Social Security	38	42
	<hr/>	<hr/>
	£1,101	£694
	<hr/> <hr/>	<hr/> <hr/>

AGE CONCERN PETERSFIELD AND DISTRICT

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2022 (cont)

10. Analysis of Fund Assets and Liabilities

	Unrestricted Funds £	Restricted Funds £	Expendable Endowment Funds £	Total £
Tangible Fixed Assets	1,917	-	-	1,917
Fixed Asset Investment	-	-	199,190	199,190
Current Assets	7,109	500	-	7,609
Current Liabilities	(1,101)	-	-	(1,101)
	<u>£7,925</u>	<u>£500</u>	<u>£199,190</u>	<u>£207,615</u>

The unrestricted funds of the charity may be applied for any charitable purpose at the discretion of the trustees.

The expendable endowment and additions thereto are to be invested and the income used for any charitable purpose at the discretion of the trustees. The expendable endowment may also be spent at the absolute discretion of the trustees.

AGE CONCERN PETERSFIELD AND DISTRICT

DEPARTMENTAL ANALYSES

FOR THE YEAR ENDED 31 MARCH 2022

	31/3/2022	31/3/2021
	£	£
Luncheon		
Fees Received	(9,756)	(2,866)
Staff and Pensions Costs	8,498	8,174
Furlough Grants	(1,100)	(4,796)
Mileage	30	-
Supplies	3,535	1,725
Equipment	34	111
Special Occasions	143	9
Room Hire	2,466	823
	<hr/>	<hr/>
	3,850	3,180
Minibus		
Fares:Lunchclub & Shopping	(1,220)	(55)
Fares:Outings	(605)	-
Special Outings	307	-
Staff and Pensions Costs	-	1,416
Furlough Grants	-	(1,233)
Fuel	742	116
Parking	500	-
Cleaning	60	69
Maintenance and Repairs	471	1,582
Insurance and Car Tax	806	765
Mobile Phone	60	60
Miscellaneous	8	58
DBS Checks	-	50
Driver Medicals	65	-
Driver Expenses	57	-
Breakdown Cover	223	217
Depreciation	5,956	5,956
	<hr/>	<hr/>
	7,430	9,001

AGE CONCERN PETERSFIELD AND DISTRICT

DEPARTMENTAL ANALYSES

FOR THE YEAR ENDED 31 MARCH 2022 (cont)

	31/3/2022	31/3/2021
	£	£
Administration		
Donations Received - Unsolicited	(3,338)	(8,747)
Legacies & Bequests	(17,131)	(10,000)
Investment Income	(6,150)	(6,342)
Investment (Gains)	(15,855)	(22,683)
Staff and Pensions Costs	16,368	17,941
Winton House Hot Desk	1,000	-
Furlough Grants	(941)	(285)
Parking & Mileages	-	5
Public Liability Insurance	409	405
Telephone and Postage	230	386
Home Office Use	416	392
Office supplies	13	147
Website and IT Costs	615	381
Room Hire	59	-
Stationery, Photocopying and Printing	40	45
Accountancy and Professional Fees	420	400
Refreshments	-	5
DBS Checks	10	-
Gifts	7	72
Donations	21	772
Promotion and Marketing	135	-
Miscellaneous Expenses	5	37
Covid 19 Supplies	-	5,161
Depreciation	280	138
	<u>(23,387)</u>	<u>(21,768)</u>
Help at Home		
Fees Received	(3,772)	(2,453)
Staff and Pensions Costs	6,334	6,334
Furlough Grants	(508)	(821)
Home Office Use	208	172
Mobile	202	210
Mileage	273	335
Taxi	39	-
DBS Checks	270	(44)
Cafe	5	-
Telephone & Postage	16	41
Printing and Photocopying	13	22
	<u>3,080</u>	<u>3,796</u>

AGE CONCERN PETERSFIELD AND DISTRICT

England & Wales - Charity number 1178837

Accounts

AGE CONCERN PETERSFIELD AND DISTRICT
REGISTERED CHARITY NUMBER 1178837
ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

AGE CONCERN PETERSFIELD AND DISTRICT

REGISTERED CHARITY NUMBER 1178837

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

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INDEPENDENT EXAMINERS REPORT	7
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DEPARTMENTAL ANALYSES	14

AGE CONCERN PETERSFIELD AND DISTRICT

CHARITY INFORMATION

Trustees: Mrs R Bishop (Chair)
Mrs S Zirps
Mr P Rush
Mrs R Sander
Ms Maroulla Sullivan (Hon. Treasurer)

Principal Officers: Mr L Seymour (Finance Officer)
Mrs S Rocher (Manager)

Charity Number: 1178837

Principal Office: Age Concern Petersfield and District
The Winton House Centre
18 High Street
Petersfield
Hampshire
GU32 3JL

Independent Examiner: Mr G R Beer MA (Cantab) FCA
4, Chilgrove House
Marden Way
Petersfield
Hampshire
GU31 4PU

Bankers: Lloyds
Blackheath
London
BX1 1LT

AGE CONCERN PETERSFIELD AND DISTRICT

TRUSTEES ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2021

History, objectives and activities of the Trust

Age Concern Petersfield and District is an independent Charity and its aim is to promote and encourage the welfare of older people in and around Petersfield, in the area of East Hampshire.

The original Charity was formed over fifty years ago. Since its inception the Trustees had always placed great value on providing practical services which meet the needs of older people and enables them to continue to live independently in their own homes. On 18 June 2019, a new charity was formed as a Charitable Incorporated Organisation (CIO) with the same name and aims as the original charity. The latter ceased activities on 31 October 2019 and on that date all assets and liabilities were transferred to the CIO.

Management and governance arrangements

The governing document provides for a minimum of 3 and a maximum of 12 trustees. Were there a requirement for new trustees, these would be selected and appointed by the current trustees. The chair of trustees is responsible for the induction of any new trustee which involves awareness of a trustee's responsibilities, the governing document, administrative procedures and the history and philosophical approach of the charity. A new trustee would receive copies of the previous year's annual report and accounts and a copy of the Charity commission leaflet "The Essential Trustee: What You Need to Know". The current trustees have held office for between 2 and 4 years.

The trustees annually review the risks that the charity faces. To date these have mainly related to investment management. There are also minor areas of risk relating to employing staff which have been covered by proper procedures and insurance.

Achievements and Performance of the Trust

The Covid 19 Pandemic

Unlike so many small UK charities during these difficult times, ACP was able to continue services which enabled older people to remain in their own homes.

As the Pandemic stretched into 2021, using innovative and forward-looking ideas, we continued with home meal deliveries, still with the help of Churchers College and other local initiatives, pharmacy collections, fish and chip club and some home and garden maintenance. It became quite apparent that our service users craved social contact and this was uppermost in the ACP approach to managing the crisis. The weekly newsletter delivered with our lunches and the telephone buddy scheme went some way to addressing this need.

We were fortunate to have no Staff losses, three accepting furlough or part furlough. Our Manager continued to work from home (or socially-distanced) at Winton House. Safeguarding issues were uppermost at all times.

ACP has considered which services to "life boat" and what to stop doing as well as considering the prospect that Covid may have opened opportunities for change. Governance and Leadership will be strengthened as a result.

For the future, we will strive to continue the excellent community relationships forged during the Pandemic.

AGE CONCERN PETERSFIELD AND DISTRICT

TRUSTEES ANNUAL REPORT

FOR THE YEAR ENDED MARCH 2021 (cont)

These must not be allowed to fade away.

Overall, we at ACP are surprised at how well our organisation has adapted to these unprecedented times.

Financial Review, Investment Policy and Reserves

The charity continues to be financially dependent on voluntary donations, investment income and income from operations in order to sustain its activities. Interest rates remain at record lows and income from investments remains consistent with previous years, despite the shock to the economy of Covid 19. Investments recovered strongly from May 2020 ending the year up 13%.

The Charity received no Grant funding. Donations and gifts totalled £18,747 which includes a legacy of £10,000. The Charity responded extremely well to the Covid crisis. As a consequence, the Charity received a much higher level of voluntary donations than previously and unlike so many other smaller, we have not had to use up reserves or re-assess long-term cash flow. Lack of investment and technology have not been an issue as has the emergence of the “contactless culture”- many of our service users still preferring cash payments.

The trustees have set a policy that the Expendable Endowment should be invested to maximize the total return (capital growth plus income) with a medium level of risk. The income from investments for the period was £6,342. The capital value of the investments increased by £22,683 (compare to a decrease of £15,195 in the previous year). At the beginning of the period, the value of investments was £175,652 and at 31st March 2021 was £183,335. There was a net withdrawal of £15,000 from the Expendable Endowment. Please refer to note 8.

Total return from the Expendable Endowment is split between funds retained as capital and funds used as income. Although the trustees have the power to spend the Expendable Endowment, the investment of capital is a source of income and funding on which the charity relies. The fund is invested with the objective of ensuring that the Expendable Endowment retains its real value in the medium term. This approach means the money available for charitable spending can fluctuate.

The charity benefited from the government’s furlough scheme during the period of the pandemic when the majority of services were suspended, receiving £7,135 in furlough grants in the year to March 2021. The trustees decided to maintain 100% of salaries while staff were on furlough, and all staff have been retained.

Operational costs have increased slightly to £54,540 for the period (£53,668 for the full year to March 2020). Net resources expended for the period were £23,284 (£16,078 for the year to March 2020). At the end of the period total funds were £198,804 (March - £193,063).

Reserves Policy

Unrestricted funds are needed:

- a. To provide funds which can be designated to specific projects to enable these projects to be undertaken at short notice and
- b. To cover administration fund-raising and support costs without which the charity could not function.

AGE CONCERN PETERSFIELD AND DISTRICT

TRUSTEES ANNUAL REPORT

FOR THE YEAR ENDED MARCH 2021 (cont)

The trustees consider it prudent that unrestricted reserves should be sufficient:

- a. To cover one year's administration, fund-raising and support costs;
- b. To cover 10% of the costs of providing services such as Help at Home, Lunch Club, Minibus for one year.

Statement of trustees' responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with the applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales 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 income resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

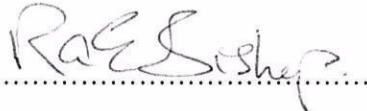
- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles of the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that 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 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

Independent Examiner

The trustees intend to ask the existing accountant to undertake the independent examination of the Trust in the following year.

Mrs R Bishop

Signed 

Date 31/12/.....2021

AGE CONCERN PETERSFIELD AND DISTRICT

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES ON THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

I report to the trustees on my examination of the accounts of Age Concern Petersfield and District for the year ended 31st.March 2021.

Responsibilities and Basis of Report

As the trustees of the Charity you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)b of the 2011 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 me cause to believe that in any material respect:

- 1.accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- 2 the accounts do not accord with those records; or
- 3.the accounts do not comply with the applicable requirements concerning the 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 an 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.



G R Beer MA (Cantab) FCA
Chartered Accountant
4, Chilgrove House
Marden Way
Petersfield, Hampshire GU31 4PU

31st December 2021



**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

Incoming Resources		Unrestricted Funds	Restricted Funds	Expendable Endowment Funds	Totals 31/3/2021	Unrestricted Funds	Restricted Funds	Expendable Endowment Funds	Totals 31/03/2020
	Note	£	£	£	£	£	£	£	£
Donations and gifts		18,747	-	-	18,747	20,586	-	-	20,586
Fees		5,374	-	-	5,374	6,848	-	-	6,848
Other Contributions		-	-	-	-	229	-	-	229
Furlough Grants		7,135	-	-	7,135	405	-	-	405
Investment Income	8	-	-	6,342	6,342	-	-	3,195	3,195
Investment Gains/(Loss)		-	-	22,683	22,683	-	-	(15,195)	(15,195)
Total resources incoming		31,256	-	29,025	60,281	28,068	-	(12,000)	16,068
Resources Expended									
Luncheon club		10,842	-	-	10,842	7,214	-	-	7,214
Minibus service		10,289	-	-	10,289	6,595	-	-	6,595
Computer Club		50	-	-	50	243	-	-	243
Help at Home		7,070	-	-	7,070	3,469	-	-	3,469
Christmas Party		-	-	-	-	382	-	-	382
Administration		26,289	-	-	26,289	9,682	-	-	9,682
Total resources expended		54,540	-	-	54,540	27,585	-	-	27,585
Net Income resources/ (resources expended)		(23,284)	-	29,025	5,741	483	-	(12,000)	(11,517)
Gross transfer between Funds		21,342	-	(21,342)	-	(11,805)	-	11,805	-
Extraordinary Item – Transfers from old charity		-	-	-	-	28,233	500	175,847	204,580
Funds brought forward at 1 April 2020		16,911	500	175,652	193,063	-	-	-	-
Funds carried forward at 31 March 2021		£14,969	£500	£183,335	£198,804	£16,911	£500	£175,652	£193,063

**AGE CONCERN PETERSFIELD AND DISTRICT
BALANCE SHEET
AS AT 31 MARCH 2021**

	Note	Unrestricted Funds	Restricted Funds	Expendable Endowment Funds	Total Funds 31/3/2021	Unrestricted Funds	Restricted Funds	Expendable Endowment Funds	Total Funds 31/3/2020
		£	£	£	£	£	£	£	£
FIXED ASSETS									
Tangible Assets	6	8,153	-	-	8,153	13,407	-	-	13,407
Investments	8	-	-	183,335	183,335	-	-	175,652	175,652
Total Fixed Assets		8,153	-	183,335	191,488	13,407	-	175,652	189,059
CURRENT ASSETS									
Debtors		1,205	-	-	1,205	1,240	-	-	1,240
Cash at bank and in hand		6,305	500	-	6,805	2,992	500	-	3,857
Total Current Assets		7,510	500	-	8,010	4,192	500	-	5,097
LIABILITIES:									
Creditors: Amounts falling due within one year	9	694	-	-	694	1,093	-	-	1,093
Net Current Assets		6,816	500	-	7,316	3,504	500	-	4,004
Net Assets		£14,969	£500	£183,335	£198,804	16,911	500	£175,652	£193,063
THE FUNDS OF THE CHARITY:									
Expendable Endowment Funds	10	-	-	183,335	183,335	-	-	175,652	175,652
Unrestricted Funds	10	14,969	-	-	14,969	16,911	-	-	16,911
Restricted Funds		-	500	-	500	-	500	-	500
Total Charity Funds		£14,969	£500	£183,335	£198,804	£16,911	£500	£175,652	£193,063

and signed on its behalf by:

Mrs R Bishop - Chair

R. E. Bishop 31/12/2021

Ms Maroulla Sullivan – Hon. Treasurer

M. Sullivan 31/12/2021

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2021

1. Accounting Policies

In preparing the accounts the following accounting policies have been complied with:

- a) The accounts have been prepared under the historical cost convention as modified for the revaluation of investments. The accounts have been prepared in accordance with the Statement of Recommended Practice (SORP) :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 14 July 2014 and the Charities Act 2011.
- b) In preparing the accounts,the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was needed.No restatements were required.
- c) Fixed assets are valued at cost or where this is not known at estimated cost. Laundry Equipment has been disposed of for nil proceeds and depreciation for the Computer has been provided at 33.33% per annum on a straight-line basis. Depreciation for the Minibus has been provided at 16.667% per annum on a straight-line basis.
- d) Provisions are made for liabilities incurred but not yet paid. Commitments entered into by the trustees but not yet paid are identified in a separate note.
- e) Donations and legacies are recorded as income in the year of receipt. Items receivable are identified in a separate note.
- f) Revenue grants paid and received are recorded in the year's payments and receipts.
- g) Investment income is the income received in the period on sums deposited with building societies, banks, investment funds and national savings.
- h) Income and expenditure is shown gross in the accounts and not netted off.
- i) As a result of a review of the origins of the old charity's funds in 2005 the trustees determined that the funds arising from the sale of the Brownfield House property should have been treated as giving rise to an Expendable Endowment Fund. The property was a gift to the Charity which sold for a substantial profit in 1997. The value of the gift relative to the size of the charity was such that the donor must have intended it to be of a capital nature. The trustees had therefore in 2005 transferred a sum equivalent to the current value of the benefit arising from the sale of the Brownfield House property to an expendable endowment fund.This has been transferred to the new CIO charity
- j) Investment gains and losses includes any gain or loss on the sale of investments and any gain or loss resulting form revaluing investments to market value at the end of the year.
- k) The Trustees have confirmed that there are no material uncertainties about the charity's ability to continue as a going concern.
- l) Irrecoverable VAT is charged against the expenditure heading for which it was incurred.
- m) The charity have registered with NEST to offer employees entitlement to join a defined contribution "money purchase" scheme.Three employees are now eligible.

2. Taxation

The Trust is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

AGE CONCERN PETERSFIELD AND DISTRICT
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021 (cont)

3. Analysis of employee costs

	31/3/2021	31/3/2020
	£	£
Salaries and Pension Contributions	33,832	15,787
Social Security Costs	33	-
Total	<u>£33,865</u>	<u>£15,787</u>

No employee received emoluments of over £60,000 during the period.

Average number employees for the period was 4.

Average number of full time equivalent employees for the period was 0.

4. Legal and Professional costs

	31/3/2021	31/3/2020
	£	£
Independent Examiner's Fees	400	400
	<u>400</u>	<u>400</u>

5. Donated Services

The trustees receive no remuneration for their services.

6. Fixed Assets

	Minibus	IT Equipment	Total
	£	£	£
Cost or estimated cost at 1 April 2020	35,746	744	36,490
Disposals	-	(744)	(744)
Additions	-	840	840
At 31 March 2021	<u>35,746</u>	<u>840</u>	<u>36,586</u>
Accumulated depreciation at 1 April 2020	22,339	744	23,083
On Disposals	-	(744)	(744)
Charge for the year	5,956	138	6,094
At 31 March 2020	<u>28,295</u>	<u>138</u>	<u>28,433</u>
Net book value at 31 March 2021	<u>£7,451</u>	<u>£702</u>	<u>£8,153</u>
Net book value at 31 March 2020	<u>£13,407</u>	<u>£-</u>	<u>£13,407</u>

**AGE CONCERN PETERSFIELD AND DISTRICT
NOTES TO THE ACCOUNTS**

FOR THE YEAR ENDED 31 MARCH 2021 (cont)

7. Commitments

The trustees are not committed to any capital purchases at the year end.

8. Fixed Asset Investments

	£
Carrying (market) value at 1 April 2020	175,652
Transfer to Lloyds Bank	(15,000)
Transfer from Lloyds Bank	
Less: net surplus on revaluation	22,683
	<hr/>
Carrying (market) value at 31 March 2021	<u>£183,335</u>

Analysis of Investments

	Market value at year end £	Income from investments for the period £
Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes	183,335	6,342
	<hr/>	<hr/>
	<u>£183,335</u>	<u>£6,342</u>

Material Investment Holding

Investment Held	COIF Investment Fund £
Market Value	<u>£100,541</u>

9. Current Liabilities

	31/3/2021 £	31/3/2020 £
Creditors	-	228
Accruals	652	637
Social Security	42	228
	<hr/>	<hr/>
	<u>£694</u>	<u>£1,093</u>

AGE CONCERN PETERSFIELD AND DISTRICT
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021 (cont)

10. Analysis of Fund Assets and Liabilities

	Unrestricted Funds £	Restricted Funds £	Expendable Endowment Funds £	Total £
Tangible Fixed Assets	8,153	-	-	8,153
Fixed Asset Investment	-	-	183,335	183,335
Current Assets	7,510	500	-	8,010
Current Liabilities	(694)	-	-	(694)
	<u>£14,969</u>	<u>£500</u>	<u>£183,335</u>	<u>£198,804</u>

The unrestricted funds of the charity may be applied for any charitable purpose at the discretion of the trustees.

The expendable endowment and additions thereto are to be invested and the income used for any charitable purpose at the discretion of the trustees. The expendable endowment may also be spent at the absolute discretion of the trustees.

AGE CONCERN PETERSFIELD AND DISTRICT

DEPARTMENTAL ANALYSES

FOR THE YEAR ENDED 31 MARCH 2021

	31/3/2021	31/3/2020
	£	£
Luncheon		
Fees Received	(2,866)	(4,228)
Christmas Fund	-	(131)
Staff Costs	8,174	3,596
Staff Costs - Covid 19 & Furlough	-	353
Furlough Grants	(4,796)	(279)
Pension Costs	-	49
Pension Costs - Furlough Grants	-	(4)
Mileage	-	79
Supplies	1,725	1,736
Equipment	111	23
Special Occasions	9	33
Miscellaneous Expenses	-	21
Room Hire	823	1,607
	<hr/>	<hr/>
	3,180	2,855
Minibus		
Donations	-	-
Fares:Lunchclub & Shopping	(55)	(1,271)
Fares:Outings	-	(159)
Staff Costs	1,416	1,249
Staff Costs – Covid 19 & Furlough	-	118
Furlough Grants	(1,233)	(93)
Pension Costs	-	17
Pension Costs - Furlough Grants	-	(1)
Fuel	116	893
Parking	-	253
Cleaning	69	80
Maintenance and Repairs	1,582	129
Insurance and Car Tax	765	356
Mobile Phone	60	30
Miscellaneous	58	52
DBS Checks	50	65
Driver Training	-	270
Breakdown Cover	217	199
Depreciation	5,956	2,978
	<hr/>	<hr/>
	9,001	5,165
	<hr/>	<hr/>

AGE CONCERN PETERSFIELD AND DISTRICT
DEPARTMENTAL ANALYSES
FOR THE YEAR ENDED 31 MARCH 2021 (cont)

	31/3/2021	31/3/2020
	£	£
Administration		
Donations Received - Unsolicited	(8,747)	(991)
Legacies & Bequests	(10,000)	(20,000)
Investment Income	(6,342)	(3,195)
Investment Losses/(Gains)	(22,683)	15,195
Staff Costs	17,941	7,265
Staff Costs – Covid 19	-	563
Furlough Grants	(285)	-
Pension Costs	-	102
Staff Costs Parking & Mileages	5	39
Public Liability Insurance	405	205
Telephone and Postage	386	111
Home Office Use	392	204
Office supplies	147	53
Website and IT Costs	381	187
Room Hire	-	30
Stationery, Photocopying and Printing	45	14
Accountancy and Professional Fees	400	400
Refreshments	5	38
Training	-	179
DBS Checks	-	50
Gifts	72	25
Donations	774	24
Miscellaneous Expenses	37	-
Covid 19 Supplies	5,161	193
Depreciation	138	-
	(21,768)	691
Help at Home		
Fees Received	(2,453)	(720)
Staff Costs	6,334	2,810
Staff Costs – Covid 19 & Furlough	-	34
Furlough Grants	(821)	(27)
Pension Costs	-	36
Pension Costs – Furlough Grant	-	(1)
Home Office Use	172	104
Mobile	210	85
Mileage	335	310
Parking	-	17
DBS Checks	(44)	56
Cafe	-	2
Telephone & Postage	41	40
Printing and Photocopying	22	3
	3,796	2,749

AGE CONCERN PETERSFIELD AND DISTRICT
DEPARTMENTAL ANALYSES
FOR THE YEAR ENDED 31 MARCH 2021 (cont)

	31/3/2021	31/3/2020
	£	£
Christmas Party		
Donations Received (unsolicited)	-	-
Raffle	-	(98)
Christmas Presents	-	98
Christmas Cards	-	4
Entertainment	-	250
Decorations	-	22
Refreshments	-	8
	<hr/>	<hr/>
	-	284
Computer Club		
Fees Received	-	(470)
Parking	-	19
Telephone and Postage	-	3
Room Hire	-	158
Broadband	50	-
Expenses	-	63
	<hr/>	<hr/>
	50	(227)
	<hr/>	<hr/>
(Surplus)/Deficit for the year	<hr/> £(5,741) <hr/>	<hr/> £11,517 <hr/>