

Registered charity number: 1178937

Company registration number: CE014430

**WOKINGHAM AND DISTRICT ASSOCIATION  
FOR THE ELDERLY (WADE)**

**(A CHARITABLE INCORPORATED ORGANISATION)**

**TRUSTEES' REPORT AND  
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED**

**30 JUNE 2021**

**WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**

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## **WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**

### **Legal and Administrative Details For the year ended 30 June 2021**

The Charity (original registered number 258311) was registered under the Charities Act 1960 on 8 October 1969 and was subsequently re-registered as a Charitable Incorporated Organisation as from 26 June 2018.

The primary purpose of the Charity is to promote the welfare of the elderly in the Wokingham Borough Council area, currently by providing day-care and meals in a safe, comfortable and friendly environment.

<b>REGISTERED CHARITY NUMBER:</b>	1178937
<b>ADDRESS:</b>	WADE Day Centre 40 Reading Road Wokingham Berkshire RG41 1 EH
<b>PATRONS:</b>	Mrs Lucy Zeal, High Steward of Wokingham (from 21 April 2021)
<b>RETIRED PATRON</b>	Lady Elizabeth Godsall
<b>TRUSTEES:</b>	The Executive Committee members
<b>CHAIRMAN:</b>	Mr Philip Mirfin
<b>VICE CHAIRMAN:</b>	Mrs Jacqueline Wilson
<b>HONORARY TREASURER:</b>	Mr David Lee FCA
<b>COMMITTEE MEMBERS:</b>	
Mr Paul Bidwell	
Mr Chris Barnes	
Mrs Carole Barnes	
Mr Victor Forsyth	Resigned 27 January 2021
Mrs Margaret Campbell-White	Co-opted 21 April 2021
Mr. Chris O'Donnell	Resigned 27 January 2021
Mr Jill Rowsell	
Mr Leigh Slocombe	
Mrs Louise Wingfield	Co-opted 21 April 2021
<b>CENTRE MANAGER:</b>	Mrs Debra Pahalka
<b>SHOP MANAGER:</b>	Mrs Wendy Hutchinson

**WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**

**Legal and Administrative Details (cont.)**

**For the year ended 30 June 2021**

**INDEPENDENT EXAMINERS:**

Graeme Hobbs  
Hobbs Granger Roitt LLP  
Chartered Certified Accountants  
8F Millars Brook  
Molly Millars Lane  
Wokingham  
RG41 2AD

**BANKERS:**

Lloyds TSB Bank plc  
10 High Street  
Bracknell  
Berkshire  
RG121BT

CAF Bank Limited  
25 Kings Hill Avenue  
Kings Hill  
Wes Malling  
Kent  
ME19 4JQ

## **WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**

### **Trustees' Report for the year ended 30 June 2021**

The trustees present their report and the financial statements for the year ended 30 June 2021. The trustees have adopted the provisions of Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS102) (effective 1 January 2019) in preparing the annual report and financial statements of the charity.

At the end of June 2018 WADE (Registered Charity Number 258311) changed its status to that of a Charitable Incorporated Organisation (CIO) - Reference 1178937. As a result all assets and liabilities were transferred to the new organisation at the start of that accounting period.

The financial statements have been prepared in accordance with accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014 (as amended by Update Bulletin 1 on 2 February 2016).

#### **GOVERNING DOCUMENT**

The governing document of the charity is its constitution. The constitution was reviewed and amended in line with the change of status to that of a Charitable Incorporated Organisation (CIO) and registered with the Charity Commission on 27th June 2018.

#### **ORGANISATION**

The constitution states that the charity shall be managed by a committee comprising the officers and other members elected at an annual general meeting. The officers and members of the committee are the trustees of the charity. The officers shall be a chairman, vice chairman and a treasurer, with a maximum number of 15 trustees. A list of the trustees who served during the year is set out on page 1. All the charity trustees are retiring from office and with the exception of Paul Bidwell offer themselves for re-election. Two new trustees will be proposed and seconded at the AGM. These are Margaret Campbell White and Louise Wingfield here. The offices of Chair, Vice Chair and Honorary Treasurer will be elected by the trustees.

The management committee is called the Executive Committee, which meets regularly on a quarterly basis, or more frequently as required. Sub committees also meet as required and report to the Executive Committee. The charity employs a day centre manager who is responsible for the day to day running of the centre with supporting caring, catering and driving staff. The charity also runs a fund-raising shop with a shop manager and supporting sales staff. The managers report to, but are not members of, the Executive Committee.

Prospective trustees are invited to attend trustee meetings as observers and consideration is given to their suitability and the skills required of a trustee. The names of suggested new trustees are put forward at the annual general meeting and voted thereon.

#### **OBJECTIVES OF THE CHARITY**

The constitution of the charity states its objects are "to promote the welfare of the elderly in any manner which by law is deemed to be charitable and within the Wokingham Borough Council area". The trustees consider that these objects are being fulfilled by providing the elderly members of the charity with day care at the charity's day centre, with a nourishing lunch and other refreshments provided for a small payment. Activities and entertainments are provided for those wishing to participate, generally free of charge. Subsidised daily transport is available to collect and return members to their homes if required.

#### **PUBLIC BENEFIT**

Benefits to the public arising from carrying out the charity's aims are explained in the above paragraphs. The trustees have complied with their duty to have due regard to the guidance on public benefit published by the Commission in exercising their powers or duties.



## WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)

### Trustees' Report for the year ended 30 June 2021, continued

#### FUNDING POLICIES - INCOME & EXPENDITURE

The charity's total gross income for the 12 months ended 30 June 2021 was £261,680 (2020: £449,980) Gross income came from a number of sources which are summarised below.

Income by sources are summarised below with comparatives in brackets:

- The charity's shop in Rose Street Wokingham which raises money from the sale of donated goods £51,864 (2020: £86,555).
- Wokingham Borough Council Community Care Services, funding for care places on a spot contract and for travel expenses £59,131 (2020: £110,045).
- Income from members for meals, care, refreshments, membership and minibus £61,136 (2020: £185,609).
- Donations £18,918 (2020: £12,582) & fund raising £3,846 (2020: £8,214 ), interest £128 (2020: £1,098).
- Income from Government Support Grants due to Pandemic £66,657 (2020: £45,877).

#### FUNDING POLICIES - INCOME & EXPENDITURE, continued

The charity's total gross expenditure during the 12 months ended 30 June 2021 was £330,791 (2020: £462,713) . Areas of expenditure are summarised below and expressed as a rounded percentage of the total:

	£	% age
Day centre staff (caring, catering & driving)	154,258	47%
Shop expenses (staff, rent, rates etc)	69,356	21%
Food	5,196	2%
Utilities (rates, gas, electricity, water, telephone)	29,983	9%
Repairs & maintenance	10,387	3%
Minibus	5,250	2%
Other operating costs	7,941	2%
Governance and support costs (activities, fund raising, administ	32,540	10%
Depreciation costs	15,880	5%
	330,791	100%

#### REVIEW OF ACTIVITIES AND IMPACT OF THE CORONAVIRUS PANDEMIC

The year just ended has been a difficult period for the charity and nationally due to the current Covid-19 Pandemic. This resulted in the closure of the centre and the shop from 22 March 2020 to 15 March 2021. This has had a major impact on our members and income. The charity is continuing to deal with ongoing challenges and is doing its best to maintain much needed support to members and the community. WADE membership was 88 on 30 June 2021 (2020: 86). In the period the centre has provided 670 (2020: 9,260) midday meals - an average of 10 per day.

During the year, the trustees have continued to improve the administrative procedures of the charity including the implementation of new bookkeeping software. Fund raising activities were continued where possible, including the charity's lottery.

During the year further refurbishments have continued in order to maintain the environment of the centre.

## **WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**

### **Trustees' Report for the year ended 30 June 2021, continued**

#### **RECORDING OF THANKS**

The Trustees would like to record their considerable thanks to the managers, all the staff and volunteers of the centre and the shop for their contributions to the running of WADE and the great benefit that WADE provided for the welfare of the elderly of the Wokingham Borough area throughout the period. The Trustees also wish to record their thanks to Central Government and Wokingham Borough Council for their continuing financial support.

#### **FUTURE ACTIVITIES**

It is intended that activities at the day centre will continue throughout the coming year, subject to Covid-19 restrictions, and the trustees and staff are always looking to provide additional activities and projects for the benefit of members.

#### **FINANCIAL REVIEW**

The detailed income and expenditure activities of the charity are included within the financial statements.

#### **FINANCIAL OBLIGATIONS**

There are sufficient funds for the charity to meet its obligations.

#### **RESERVES POLICY**

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level which equates to approximately six months' unrestricted expenditure. This provides sufficient funds to cover management and administration and support costs, also to cover any unexpected major repairs necessary to the building or replacement of expensive kitchen equipment. Unrestricted funds were maintained at this level throughout the year and were mainly invested in secure interest earning accounts.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts to comply with charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities. Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

## **WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**

### **Trustees' Report for the year ended 30 June 2021, continued**

#### **TRUSTEES' RESPONSIBILITY STATEMENT**

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

The law applicable to charities in England and Wales, the Charity's Act 2011, Charity (Accounts and Reports) Regulations 2008, requires 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 incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper books and records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 20 October 2021 and signed on their behalf by:

Mr Philip Mirfin  
Trustee and Chair

Dated: .....20 October 2021.....



## **WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**

### **Independent Examiner's Report to the Trustees of WADE (Charity Reg No: 1178937/Company Reg No: CE014430)**

I report to the charity trustees on my examination of the accounts of the Wokingham and District Association for the Elderly, a Charitable Incorporated Organisation (CIO,) for the year ended 30 June 2021.

#### **Responsibilities and basis of the report**

As the charity trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

#### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention which give me reasonable cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the CIO 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 accounting 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 confirm that there are no other matters in connection with my examination to which attention should be drawn to enable a proper understanding of the accounts to be reached.

.....Graeme Hobbs....

Signed

Graeme Hobbs FCCA

Hobbs Granger Roitt LLP  
Chartered Certified Accountants  
8F Millars Brook  
Molly Millars Lane  
Wokingham  
RG41 2AD

Dated: .....20 October 2021.....

**WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**  
**(Charity Reg No: 1178937/Company Reg No: CE014430)**  
**Statement of Financial Activities (SOFA)**  
**For the year ended 30 June 2021**

		<b>2021</b>	<b>2020</b>
		<b>Unrestricted funds</b>	<b>Unrestricted funds</b>
<b>Income:</b>	<b>Note</b>	<b>£</b>	<b>£</b>
Donations and legacies	4	18,918	12,582
Charitable activities	5	186,924	341,531
Other trading activities:	6	55,710	94,769
Investments	7	128	1,098
<b>Total income and endowments</b>		<b>261,680</b>	<b>449,980</b>
<b>Expenditure:</b>			
<b>Raising Funds</b>			
Shop expenses	8	69,356	74,855
Charitable activities	9	228,895	357,918
Support Costs	10	32,540	29,940
<b>Total expenditure</b>		<b>330,791</b>	<b>462,713</b>
<b>NET (EXPENDITURE) / INCOME</b>		<b>(69,111)</b>	<b>(12,733)</b>
Fund balances brought forward at 30 June 2020		461,605	474,338
Fund balances carried forward at 30 June 2021		392,494	461,605

The notes on pages 10-20 form part of these financial statements.

**WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**  
**(Charity Reg No: 1178937/Company Reg No: CE014430)**  
**Balance Sheet as at 30 June 2021**

			<b>2021</b>		<b>2020</b>
<b>FIXED ASSETS</b>	<b>Note</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Tangible assets	12		14,052		29,932
<b>CURRENT ASSETS</b>					
VAT debtor		501		135	
Trade Debtors		1,135		38,188	
Prepayments and accrued income		15,121		9,000	
Cash at bank		367,004		397,961	
		<u>383,761</u>		<u>445,284</u>	
<b>CREDITORS</b>					
Amounts falling due within one year:					
Creditors		(2,679)		(2,611)	
Accrued expenses		<u>(2,640)</u>		<u>(11,000)</u>	
		(5,319)		(13,611)	
<b>NET CURRENT ASSETS</b>			<u>378,442</u>		<u>431,673</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>392,494</u>		<u>461,605</u>
<b>FUNDS:</b>					
<b>UNRESTRICTED GENERAL FUNDS:</b>					
Balance brought forward		461,605		474,338	
Net expenditure for the year		<u>(69,111)</u>		<u>(12,733)</u>	
			<u>392,494</u>		<u>461,605</u>
<b>TOTAL FUNDS</b>			<u>392,494</u>		<u>461,605</u>

The financial statements were approved by the Trustees on ...20 October 2021... and signed on their behalf by:

.....D Lee.....  
David Lee FCA  
Honorary Treasurer

Dated: .....20 October 2021.....

.....P Mirfin .....  
Mr Philip Mirfin  
Trustee and Chair

Dated: .....20 October 2021.....

The notes on pages 10-20 form part of these financial statements.

## WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)

### NOTES TO THE FINANCIAL STATEMENTS for the year ended 30 June 2021

#### 1 ACCOUNTING POLICIES

##### Basis of preparation of financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) effective 1 January 2019', 'Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), and the Charities Act 2011 and UK Generally Accepted Practice.

WADE meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

##### Going concern

In common with most organisations, the coronavirus pandemic (COVID-19) has had a significant impact on the operation of the charity. After considering government guidance and the effect this has had on members, visitors, staff and other stakeholders, the trustees have assessed going concern. The trustees are aware that in making this assessment and given the magnitude of the crisis, the existing or possible impact of coronavirus results in potential for a material uncertainty that may cast doubt on the ability of the charity to continue as a going concern.

The trustees have responded to the crisis with a contingency plan to keep members, visitors, staff and other stakeholders safe whilst the pandemic remains prevalent. They closed the centre on 22 March 2020 and reopened on 15 March 2021 and complied with operational guidance from the Borough Council Covid team.

Having regard to the contingency plan in place, the cash flow forecast for the next 12 months and the availability of unrestricted funds, the trustees have concluded that despite the potential for material uncertainties presented by the coronavirus pandemic, the charity will continue as a going concern.

##### Tangible fixed assets and depreciation

Fixed assets are included at cost or valuation.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold property	10% straight line
Improvements to property	10% straight line
Fixtures and equipment	25% straight line
Motor vehicles	25% straight line

Assets transferred from the former WADE (Charity reg no: 258311) have been recognised as additions at their previous net book value as at 1 July 2018 by the new charity.

The freehold property of Littlecourt (40 Reading Road) owned by the charity had been held in the name of the Official Custodian of Charities since 1981/82. This was transferred fully into the name of the new Charity in June 2018.



## **WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**

### **NOTES TO THE FINANCIAL STATEMENTS for the year ended 30 June 2021**

#### **1 ACCOUNTING POLICIES, continued**

##### **Tangible fixed assets and depreciation - cont.**

The historic cost of the property was £10,000. This was treated as relating wholly to freehold buildings by the former charity and was fully depreciated prior to 30 June 2018.

The Trustees have elected to continue to depreciate assets initially purchased by the former WADE based on their historic cost to the old charity and over the remaining estimated useful lives.

##### **Function reporting currency**

These financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

##### **Income**

All income is recognised once the charity has entitlement to the income and it is probable that the income will be received and the amount of income receivable can be measured reliably,

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Donated goods and services or facilities are recognised when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charity of the item is probable and that the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102). The general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Unsold donated items are not included for stock valuation purposes and there are no other stocks held.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

##### **Donations and voluntary income**

Income from donations, fundraising and other voluntary income are accounted for on a receivable basis.

## **WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**

### **NOTES TO THE FINANCIAL STATEMENTS for the year ended 30 June 2021**

#### **1 ACCOUNTING POLICIES, continued**

##### **Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

##### **Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

##### **Cash at bank in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

##### **Liabilities and Provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

##### **Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are recognised at transaction value in this instance.

##### **Pensions**

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

##### **Operating lease rentals**

Rentals under operating leases are charged to the profit and loss account on a straight line basis over the lease term.



## WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)

### NOTES TO THE FINANCIAL STATEMENTS for the year ended 30 June 2021

#### 1 ACCOUNTING POLICIES, continued

##### Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for a specific, but not legally binding, purpose. There were no designated funds at the balance sheet date. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. There were no restricted funds at the balance sheet date.

Investment income, gains and losses are allocated to the appropriate fund.

#### 2 STAFF COSTS AND EMPLOYEE BENEFITS

The average monthly number of employees and full time equivalent (FTE) during the year was as follows:

	2021 Number	2021 FTE	2020 Number	2020 FTE
Fund raising activities (Shop)	2	2	2	2
Charitable activities	14	13	14	13
Governance	2	1	2	1
	<u>18</u>	<u>16</u>	<u>18</u>	<u>16</u>

The total staff costs and employee benefits were as follows:

	2021 £	2020 £
Wages, salaries and NIC	238,893	240,482
Defined contribution pension costs	<u>5,258</u>	<u>5,807</u>
	<u>244,151</u>	<u>246,289</u>

No employees received total employee benefits (including employer pension costs) of more than £60,000

#### 3 REMUNERATION OF TRUSTEES

The trustees did not receive any remuneration or have any reimbursed expenses in the year.

**WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**

**NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 30 June 2021**

**4 INCOME FROM DONATIONS AND LEGACIES**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Donations and similar income	18,918	12,582
Legacies	-	-
	<u>18,918</u>	<u>12,582</u>

**5 INCOME FROM CHARITABLE ACTIVITIES**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Income from Social Services	59,131	110,045
Income from members for meals	14,212	44,762
Income from daily care charge	35,174	98,697
Income from minibus	6,518	26,732
Income from miscellaneous services	195	10,035
Non services income	2,786	4,541
Members subscriptions	2,251	842
Government Job Support Grants	55,807	45,877
WBC Infection control grant	10,850	-
	<u>186,924</u>	<u>341,531</u>



**WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 30 June 2021**

**6 INCOME FROM TRADING ACTIVITIES**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Fund raising activities	3,846	8,214
Shop sales	51,864	86,555
	<u>55,710</u>	<u>94,769</u>

**7 INCOME FROM INVESTMENTS**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Gross interest received	128	1,098
	<u>128</u>	<u>1,098</u>

**WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 30 June 2020

**8 WADE SHOP INCOME AND EXPENDITURE ACCOUNT**

		<b>2021</b>		<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income:</b>				
Sales		<u>51,864</u>		<u>86,555</u>
<b>Expenditure:</b>				
Salaries and NIC	32,957		37,237	
Pension costs	600		658	
Rent and service charge	30,000		30,370	
Rates	-		1,006	
Water	135		205	
Repairs and maintenance	1,538		762	
Heat and light	1,454		1,631	
Telephone	541		519	
Insurance	690		676	
Credit card charges	1,441		1,314	
Sundry expenses	<u>-</u>		<u>477</u>	
		<u>69,356</u>		<u>74,855</u>
<b>Net income</b>		<u><u>(17,492)</u></u>		<u><u>11,700</u></u>

**WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 30 June 2020

**9 DIRECT CHARITABLE EXPENDITURE**

All expenditure shown except the shop expenses and management and administration costs, is directly attributable to charitable activities

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Day care salaries and subcontractors</b>		
Day centre salaries and NIC	101,050	119,982
Kitchen salaries and NIC	11,097	24,344
Drivers' salaries and NIC	37,358	37,662
Chiropodist and hairdressers	95	2,616
Pensions	4,658	5,178
	<u>154,258</u>	<u>189,782</u>
<b>Catering</b>		
Food and kitchen expenses	5,196	15,778
<b>Utilities</b>		
Cleaning and windows	6,918	10,192
Water rates	2,999	2,168
Rates	819	730
Light and heat	10,169	11,006
Telephone	1,782	1,372
Insurance	7,296	6,917
	<u>29,983</u>	<u>32,385</u>
<b>Maintenance</b>		
Gardeners (contracted)	3,330	3,800
Building and garden repairs and maintenance	1,713	43,366
Equipment repairs and renewals	5,344	2,158
	<u>10,387</u>	<u>49,324</u>
<b>Other operating costs</b>		
Health & safety, training, uniforms & DBS	271	1,111
Printing postage and stationery	1,444	1,195
Sundry	6,226	19,213
	<u>7,941</u>	<u>21,519</u>
carried forward	<u>207,765</u>	<u>308,788</u>

**WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 30 June 2020

**9 DIRECT CHARITABLE EXPENDITURE (CONT)**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Brought forward	207,765	308,788
<b>Minibus expenses</b>		
Minibus expenses	5,250	7,603
<b>Bad debts</b>	-	18,305
<b>Depreciation of tangible assets</b>		
Depreciation on minibus	10,801	18,143
Depreciation of improvements to property	745	745
Depreciation on fixtures, fittings and equipment	4,334	4,334
	<u>15,880</u>	<u>23,222</u>
	<u><u>228,895</u></u>	<u><u>357,918</u></u>

**10 SUPPORT COSTS**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Support Costs/Governance</b>		
Administration salaries, pension and NIC	21,251	21,886
Activities, fund raising & events expenses	-	2,539
Independent examination fees	2,000	2,000
Legal and professional fees	8,099	3,185
Bank charges	1,190	330
	<u>32,540</u>	<u>29,940</u>

**11 INDEPENDENT EXAMINERS' REMUNERATION**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Independent examination fees	2,000	2,000



**WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**

**NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 30 June 2021**

**12 TANGIBLE FIXED ASSETS USED FOR DIRECT CHARITABLE PURPOSES**

	Freehold Property	Improvements to property	Fixtures and equipment	Motor vehicles	Totals
<b>COST:</b>	£	£	£	£	£
At 1 July 2020		6,955	16,087	55,574	78,616
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
At 30 June 2021	-	6,955	16,087	55,574	78,616
<b>DEPRECIATION:</b>					
At 1 July 2020		1,489	8,472	38,723	48,684
Charge for year	-	745	4,334	10,801	15,880
Disposals	-	-	-	-	-
At 30 June 2021	-	2,234	12,806	49,524	64,564
<b>NET BOOK VALUE:</b>					
At 30 June 2021	-	4,721	3,281	6,050	14,052
At 30 June 2020	-	5,466	7,615	16,851	29,932

**13 OPERATING LEASE COMMITMENTS**

At 30 June 2021 the charity had future minimum lease payments under non-cancellable operating lease as follows:

	<b>2021</b>	<b>2020</b>
	£	£
On leases in respect of land and buildings, expiring: In over 5 years	<u>36,000</u>	<u>66,000</u>
Lease costs for the period (including service charges)	30,000	30,370

**14 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Tangible fixed assets	14,052	-	14,052
Current assets	383,761	-	383,761
Current liabilities	(5,319)	-	(5,319)
At 30 June 2021	<u>392,494</u>	<u>-</u>	<u>392,494</u>

## **WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**

### **NOTES TO THE FINANCIAL STATEMENTS for the year ended 30 June 2021**

#### **15 PENSIONS**

The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £5,258 (2020: £5,807). At the balance sheet date contributions of £2,447 were outstanding and payable to the scheme.

#### **16 FINANCIAL CAPITAL COMMITMENTS**

At the balance sheet date, the charity had no financial capital commitments.

#### **17 RELATED PARTY TRANSACTIONS**

During the year ended 30 June 2021 the charity had no related party transactions.

**WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**

**Detailed Statement of Financial Activities (SOFA)**

**For the year ended 30 June 2021**

	2021	2021	2020	2020
	£	£	£	£
<b>Income:</b>				
<b>Donations and legacies:</b>				
Donations and similar income	18,918		12,582	
Legacies	-		-	
	<u>18,918</u>	18,918	<u>12,582</u>	12,582
<b>Charitable activities</b>				
Income from Social Services	59,131		102,219	
Income from members for meals	14,212		44,762	
Income from daily care charge	35,174		98,697	
Income from minibus	6,518		34,558	
Income from miscellaneous services	195		14,030	
Non services income	2,786		546	
Members subscriptions	<u>2,251</u>		<u>842</u>	
		120,267		295,654
<b>Other trading activities:</b>				
Fund raising activities (including lottery)	3,846		8,214	
Shop sales	<u>51,864</u>		<u>86,555</u>	
		55,710		94,769
<b>Investments</b>				
Gross interest received		128		1,098
<b>Separate material items of income</b>				
Government Job Support Grant		55,807		45,877
WBC Infection control grant		10,850		
<b>Other income</b>	<u>-</u>		<u>-</u>	
		-		-
<b>Total income and endowments</b>		<u><u>261,680</u></u>		<u><u>449,980</u></u>

**WOKINGHAM AND DISTRICT ASSOCIATION FOR THE ELDERLY (WADE)**

**Detailed Statement of Financial Activities (SOFA)  
For the year ended 30 June 2021**

	2021 £	2021 £	2020 £	2020 £
<b>Income</b>		261,680		449,980
<b>Expenditure:</b>				
<b>Raising Funds</b>				
Shop expenses		69,356		74,855
<b>Charitable activities</b>				
Day centre salaries and NIC	101,050		119,982	
Kitchen salaries and NIC	11,097		24,344	
Drivers' salaries & NIC	37,358		37,662	
Chiropodist and hairdressers	95		2,646	
Pensions	4,658		5,148	
Food and kitchen expenses	5,196		15,778	
Cleaning and windows	6,918		10,192	
Water rates	2,999		2,168	
Rates	819		730	
Light and heat	10,169		11,006	
Telephone	1,782		1,372	
Insurance	7,296		6,917	
Gardeners (contracted)	3,330		3,800	
Building and garden repairs and maintenance	1,713		43,366	
Equipment repairs and renewals	5,344		2,158	
Health & safety, training, uniforms & DBS	271		1,111	
Printing postage and stationery	1,444		1,195	
Sundry	6,226		19,213	
Minibus expenses	5,250		7,603	
Depreciation on minibus	10,801		18,143	
Depreciation of improvements to property	745		745	
Depreciation on fixtures, fittings and equipment	4,334		4,334	
Administration salaries and NIC	21,251		21,886	
Activities, fund raising & events expenses	-		2,539	
Independent examination fees	2,000		2,000	
Legal and professional fees	8,099		3,185	
Bank charges	1,190		330	
Bad Debts	-		18,305	
		261,435		387,858
<b>Total expenditure</b>		<u>330,791</u>		<u>462,713</u>
<b>NET INCOME/(EXPENDITURE)</b>		(69,111)		(12,733)
 Fund balances carried forward at 30 June 2020		 461,605		 474,338
Fund balances carried forward at 30 June 2021		<u>392,494</u>		<u>461,605</u>