



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **01/04/22** Period start date To **31/03/23**  
Period end date

Charity name: **Witney day centre**

Charity registration number: **1181214**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>We help persons over the age of 60. We give them a full day of activity and a meal</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>Main activities include exercise, singing Quizzes, art and craft and board games.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>The grants available are looked at by the manager of the day Centre and discussed with the trustees of the possibilities and needs of obtaining them.</b>
Policy on social investment including program related investment	Para 1.38	<b>None</b>
..... Contribution made by volunteers	Para 1.38	<b>Some Volunteers make small contributions amounting to only a few pounds and documented as donations.</b>

Other		
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## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>The Day Centre has run very successfully since reopening full time after lock down. Meals on wheels has extended its numbers and WDC cook for 45-50 elderly and deliver a two course hot meal.</b></p> <p><b>WDC decided to have the 'man shed' run under the guidance of the Rotary Club after a consultation with both parties is was passed over with all the remaining assets.</b></p> <p><b>The manager also attained a grant 'Connected Community Fund' This is used to go out into the community to promote WDC by offering cookery demonstrations using air fryers and providing a free lunch within the community. Also providing soup lunches.</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>Financial position is very good, up from last year.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>We hold reserves because if our members fall and costs go up we need to be able to cover these extra costs.</b>
Amount of reserves held	Para 1.22	<b>£5000 - £7000</b>
Reasons for holding zero reserves	Para 1.22	<b>We do not hold zero reserves</b>
Details of fund materially in deficit	Para 1.24	<b>None</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>There is none</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>£8 per person per session, donations and grants.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>None</b>
A description of the principal risks facing the charity	Para 1.46	<b>None</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Foundation</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Trustees have to be carefully chosen. They need to have the patience and care that is required for the elderly We ask the manager to 'interview' all new volunteers and the chair will explain what is required of them.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>Trustees are long term volunteers who contribute to the Day Centre and do extra to make the day go well The committee will discuss the new trustee before asking him/her to join.</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>Meals on wheels is a great success and is helping 50+ elderly have at least one healthy meal a week. Connecting Community Fund is being used well to 'Connect' within the local area.</b>
Relationship with any related parties	Para 1.51	<b>None</b>
Other		

## Reference and Administrative details

Charity name	Witney Day Centre
Other name the charity uses	
Registered charity number	1181214
Charity's principal address	164 Colwell drive Witney OX28 5NN



**Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Graeme Young	Chair		
2	Michael Stevens		01 May 2023	
3	Mark Young		02 January 2024	
4				
5				
6				
7				
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18				
19				
20				

**Corporate trustees – names of the directors at the date the report was approved**

Director name		

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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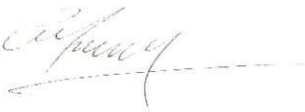
## Other optional information

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Graeme young	
Position (eg Secretary, Chair, etc)	Chair	
Date	26 <sup>th</sup> March 2024	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
**WITNEY DAY CENTRE**

No (if any)  
**1181214**

## Receipts and payments accounts

**CC16a**


For the period from	Period start date <b>01/04/2022</b>	To	Period end date <b>31/03/2023</b>
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fees	12,534	-	-	12,534	6,870
Transport	3,758	-	-	3,758	1,850
Meals on wheels	6,186	-	-	6,186	8,803
Grants	3,425	15,300	-	18,725	38,750
Fundraising	284	-	-	284	122
Donations	4,238	470	-	4,708	1,906
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>30,425</b>	<b>15,770</b>	<b>-</b>	<b>46,195</b>	<b>58,301</b>
<b>A2 Asset and investment sales, (see table).</b>					
P/X old minibus	5,000	-	-	5,000	-
	-	-	-	-	-
<b>Sub total</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>5,000</b>	<b>-</b>
<b>Total receipts</b>	<b>35,425</b>	<b>15,770</b>	<b>-</b>	<b>51,195</b>	<b>58,301</b>
<b>A3 Payments</b>					
Food	595	550	-	1,145	1,110
Resources	546	200	-	746	9,853
Consumables/Stationery	2,155	3,221	-	5,376	4,879
Entertainment	1,393	247	-	1,640	840
Rent/Electric	-	40	-	40	270
Subcontracting	12,267	6,852	-	19,119	16,810
Transport	2,416	83	-	2,499	2,358
Insurance	1,111	-	-	1,111	1,051
Training	59	-	-	59	905
Manshed/Rotary club	2,529	-	-	2,529	-
	-	-	-	-	-
<b>Sub total</b>	<b>23,071</b>	<b>11,193</b>	<b>-</b>	<b>34,264</b>	<b>38,076</b>
<b>A4 Asset and investment purchases. (see table)</b>					
Minibus	15,590	25,910	-	41,500	-
F&F/Equipment	1,084	1,202	-	2,286	-
	-	-	-	-	-
<b>Sub total</b>	<b>16,674</b>	<b>27,112</b>	<b>-</b>	<b>43,786</b>	<b>-</b>
<b>Total payments</b>	<b>39,745</b>	<b>38,305</b>	<b>-</b>	<b>78,050</b>	<b>38,076</b>
<b>Net of receipts/(payments)</b>	<b>- 4,320</b>	<b>- 22,535</b>	<b>-</b>	<b>- 26,855</b>	<b>20,225</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>14,787</b>	<b>30,068</b>	<b>-</b>	<b>44,855</b>	<b>24,630</b>
<b>Cash funds this year end</b>	<b>10,467</b>	<b>7,533</b>	<b>-</b>	<b>18,000</b>	<b>44,855</b>



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank current account	10,467	7,533	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	10,467	7,533	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Fixtures & Fittings		-	3,229
	Equipment		-	865
	Minibus		41,500	31,125
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			GRAEME YOUNG	8/3/24

## **INDEPENDENT EXAMINER'S REPORT**

### **Independent Examiner's Report to the Trustees of Witney Day Centre (registered charity number 1181214)**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31<sup>st</sup> March 2023.

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

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

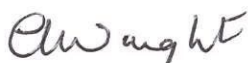
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

I have completed my examination in accordance with the general directions given by the Charity Commission. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect the accounting records were not kept in accordance with section 130 of the Charities Act.

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.

Signed:



Name: Angela Wright FMAAT

Address: Unit 4 Green Farm  
Fritwell  
Bicester  
OX27 7QU

Date: 8<sup>th</sup> March 2024