

# BLUEBELLS DAY CENTRE

England & Wales · Charity number 1181582

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2019-01-15

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

## Contact

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**Address** United Reformed Church  
44-46 Reading Road  
Henley-On-Thames  
RG9 1AG

**Phone** 01491577733

**Email** [info@bluebellsdaycentre.org.uk](mailto:info@bluebellsdaycentre.org.uk)

**Website** [bluebellsdaycentre.org.uk](http://bluebellsdaycentre.org.uk)

## Activities

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**Objects:** BLUEBELLS DAY CENTRE (REFERRED TO AS BLUEBELLS HEREAFTER) IS ESTABLISHED TO PROMOTE AND PROTECT THE GOOD HEALTH OF THOSE SUFFERING FROM DEMENTIA OR OTHER DISABILITIES THROUGH THE PROVISION OF RESPITE CARE.

**Activities:** Bluebells Day Centre, based at the Christ Church Centre in Henley on Thames, provides social engagement, activities, games and outings for dementia sufferers and respite for their carers.

## Classification

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- **How:** Provides Services
- **What:** Disability
- **Who:** Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies

## Geography

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- Oxfordshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-01-31	£61,852	£58,802	-	-
2024-01-31	£60,676	£54,612	-	-
2023-01-31	£45,462	£46,844	-	-
2022-01-31	£24,418	£35,791	-	-
2021-01-31	£26,531	£31,604	-	-

## Trustees

Name	Role	Appointed
<b>CLLR GLEN VICTOR LAMBERT MAYOR</b>	Chair	2019-01-03
David Joseph Skinner		2019-01-03
Hannah Ellen Leamy		2019-04-02
KIM WEDDERBURN LLB HONS		2019-01-23
Rev GLYN MILLINGTON		2019-01-03

**BLUEBELLS DAY CENTRE**

England & Wales - Charity number 1181582

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# Accounts

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**BLUEBELLS DAY CENTRE  
REGISTERED CHARITY NO. 1181582**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2025**

**BLUEBELLS DAY CENTRE**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2025**

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**BLUEBELLS DAY CENTRE**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2025**

**ADMINISTRATIVE INFORMATION**

**CHARITY REGISTERED NUMBER:** 1181582

**REGISTERED OFFICE and  
DAY CENTRE:** Christ Church Centre  
46 Reading Road  
Henley-on-Thames  
Oxon RG9 1AG

**BANKERS:** CAF Bank  
Nat West plc

**WEBSITE:** [www.BluebellsDayCentre.org.uk](http://www.BluebellsDayCentre.org.uk)

## **BLUEBELLS DAY CENTRE**

### **TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JANUARY 2025**

#### **TRUSTEES REPORT**

The Trustees present their report together with the Financial Statements of the Charity for the period ended 31 January 2024. The Trustees' report and financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the trust deed, the Charities Act 2011 and Statement of Recommended Practice, "Charities SORP (FRS 102) Accounting and Reporting by Charities preparing their accounts in accordance with FRS 102" effective 1 January 2019.

#### **Structure, Governance and Management**

Bluebells Day Centre is Charitable Incorporated Organisation and was registered on 15 January 2019.

The Charity Trustees during the year were:

Glen Lambert (chair)  
Hannah Leamy FCCA (treasurer)  
Rev. Glyn Millington  
David Skinner  
Kim Wedderburn LLB Hons.

Decisions are taken by the Trustees at formal meetings and in consultation with each other on an informal basis.

The reference and administrative information is given on page 1.

#### **Objectives and Activities**

The objects of the charity is to provide social engagement, activities, games and outings for dementia sufferers and respite for their carers.

#### **Public Benefit**

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities and setting the activities and policies for the year.

#### **Achievement and Performance**

Bluebells continues to run twice weekly sessions from 10.00 to 3.30 offering mental stimulation, physical activity and social interaction to those with dementia and related disabilities.

No difficulties have been encountered in the organisation and administration of the Charity.

#### **Financial Review**

The charity received £12,219 in donations in the year including £8,600 from Henley Town Council restricted to towards the rent of the room. Fees from guests at £40 per session, amounted to £43,795 and fundraising contributed £5,804. Our largest cost is staff wages of £36,700. All our staff are active in running the twice weekly sessions. Other costs are detailed in the notes to the accounts. Administration costs remain minimal as admin work is carried out by the trustees. Our costs are also less than they otherwise would be due to our volunteers who help at Bluebells' sessions and also to our Independent Examiner who reviews the financial statements on a pro bona basis. We commenced the year with funds of £18,172, and at the year end they had increased to £22,164. We aim to hold reserves of £18,500.

#### **Reserves**

The aim is for sufficient reserves are held to ensure the payment of staff for six months. For 2024-25 this is calculated to be £18,500 (2023-24: £14,500).

## BLUEBELLS DAY CENTRE

### TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JANUARY 2025

#### Risk Assessment

The Trustees have reviewed the risks faced by the charity and have implemented systems to mitigate these risks. In particular, the Trustees consider the major risk to the charity is the safety and wellbeing of its guests. To mitigate this risk the Trustees have employed staff trained and experienced in assisting those with dementia and mobility problems. The Trustees receive a weekly report on the sessions from the co-ordinator.

#### Trustees Review of the Year

Funding is always an issue and the trustees are particularly grateful to Henley Town Council who have approved a further three year's support for Bluebells.

We are grateful to so many people who support our work, including our staff and volunteers.

#### Statement of Trustees Responsibilities

Charity Law 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 Trust and its incoming resources and application of resources for the year then ended. In preparing those financial statements, the Trustees are required to:-

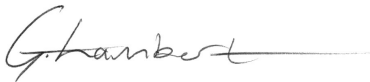
- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Charities SORP (FRS 102);
- Make judgements and estimates that are reasonable and prudent;
- Value assets and liabilities in accordance with the Statement of Recommended Practice Accounting & Reporting by Charities and to state whether or not the accounts have been prepared in accordance with any applicable accounting standards and statements of recommended practice and to give particulars of any material departure from those standards and practices and the reasons for such departure;
- 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 which are sufficient to show and explain the Charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Trust, and enable them to ensure that the financial statements comply with relevant legislation. They are also responsible for safeguarding the assets of the Charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware;

- there is no relevant audit information of which the charitable company's Independent Examiner is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the Independent Examiner is aware of that information.

Approved by the Trustees on 12 November 2025 and signed of their behalf by



.....  
Glen Lambert

**BLUEBELLS DAY CENTRE**

**INDEPENDENT EXAMINERS REPORT ON THE ACCOUNTS - REGISTERED CHARITY NO. 1181582  
FOR THE PERIOD ENDED 31 JANUARY 2025**

I report to the Trustees on my examination of the accounts of the above charity for the period ended 31 January 2025 which are set out on pages 6 to 10.

**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. 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. proper accounting records were not kept in accordance with Section 130 of the Act;
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 the 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.

Signed: *Jane Smewing*                      Jane Smewing, Independent Examiner

Name and address:     51 St Marks Road  
                                 Henley on Thames  
                                 Oxon RG9 1LP

Dated:                    28 November 2025

**BLUEBELLS DAY CENTRE**

TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 31 JANUARY 2025

**STATEMENT OF FINANCIAL ACTIVITIES and PROFIT and LOSS ACCOUNT**

	NOTE	General Funds £	Restricted Funds £	TOTAL 2025 £	TOTAL 2024 £
<b><u>Income from:</u></b>					
Donations received	2	3,619	8,600	12,219	18,037
Sundry income		33	-	33	26
Fundraising		5,804	-	5,804	3,133
Guest fees		43,795	-	43,795	39,480
<b>Total income</b>		<b>53,252</b>	<b>8,600</b>	<b>61,852</b>	<b>60,676</b>
<b><u>Expenditure on:</u></b>					
Charitable activities	3	50,202	8,600	58,802	51,592
Fundraising costs		-	-	-	3,020
<b>Total expenditure</b>		<b>50,202</b>	<b>8,600</b>	<b>58,802</b>	<b>54,612</b>
<b>Net income/(expenditure)</b>		<b>3,050</b>	<b>-</b>	<b>3,050</b>	<b>6,065</b>
<b>Net income/(expenditure) and net movement in funds</b>		<b>3,050</b>	<b>-</b>	<b>3,050</b>	<b>6,065</b>
<b>Reconciliation of funds</b>					
Funds brought forward 31 January 2024		18,172	-	18,172	12,107
Transfer from bursary reserve		-	-	-	-
Funds carried forward at 31 January 2025	11	21,222	-	21,222	18,172


The notes on pages 6 to 8 form part of these financial statements

**BLUEBELLS DAY CENTRE**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2025**

<b>BALANCE SHEET</b>	<b>NOTE</b>	<b>2025</b>		<b>2024</b>	
		£	£	£	£
<b>Fixed Assets</b>					
Tangible Fixed Assets	5		461		615
<b>Current Assets</b>					
Debtors and Prepayments	6	3,113		2,979	
Petty Cash		84		523	
Cash at Bank		<u>19,308</u>		<u>16,421</u>	
		22,506		19,923	
<b>Liabilities</b>					
Creditors: Amounts falling due within one year	7		<u>1,745</u>		<u>2,366</u>
<b>Net Current assets</b>			20,760		17,557
<b>NET ASSETS</b>			<u><u>21,222</u></u>		<u><u>18,172</u></u>
REPRESENTED BY:					
<b>The Funds of the Charity</b>					
Unrestricted Funds	8				
General Fund			52		1,002
Designated Funds - Reserves		18,500		14,500	
Designated Fund - Bursaries	8	<u>2,670</u>	21,170	<u>2,670</u>	17,170
<b>TOTAL CHARITY FUNDS</b>			<u><u>21,222</u></u>		<u><u>18,172</u></u>

Approved by the Trustees on 12 November 2025 and signed on their behalf by



.....  
Glen Lambert  
Chair of Trustees

The notes on pages 6 to 8 form part of these financial statements

## NOTES TO THE FINANCIAL STATEMENTS

### 1 ACCOUNTING POLICIES

#### Introduction

Bluebells Day Centre is a registered charity (No 1181582). Its objects are as stated in the Trustees report.

#### General

The financial statements have been prepared in accordance with the Charities Act 2011, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Statement of Recommended Practice "Accounting and Reporting Charities preparing their accounts in accordance with FRS 102" issued on 16 July 2014.

They have been prepared on a going concern basis under historical cost convention with the exception of Fixed Asset Investments which have been stated at market value.

The Charity constitutes a public benefit entity as defined by FRS 102.

#### Recognition of Income

All income is included in the Statement of Financial Activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy.

#### Guest Fees

Guest Fees are included in the accounts once a guest has attended a session.

#### Expenditure

Expenses are accounted for on an accrued basis.

Governance costs are those costs associated with meeting the constitutional and statutory requirements of the charitable company and include company secretarial costs, accountancy fees, independent examination fees and costs associated with Trustee meetings.

#### Funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity.

#### Fixed Assets

Fixed assets are included in the financial statements at cost less depreciation. Depreciation is calculated on a straight line basis.

#### Liabilities

Accruals are recognised when there is a present obligation at the reporting date as a result of a past event.

Accruals are measured at the best estimate of their settlement amount. Fees paid in advance by guests are shown as accrued income.

BLUEBELLS DAY CENTRE

TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2025

**NOTES TO THE FINANCIAL STATEMENTS**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
<b>2 DONATIONS RECEIVED</b>		
<b>Corporate Donations</b>		
Baker Carel	-	1,410
Binfield Heath Flower Show	-	300
Henley Manor Care Home	160	
Henley Town Council (restricted to room hire)*	8,600	8,600
Leadership Systems	-	500
Lions Club (restricted to purchase of two chairs)*	-	768
Lord Phillimore's Charitable Settlement	2,000	-
New Capital Reserve	-	-
Other	-	1,398
Oxfordshire and central Masons	-	1,000
Phylis Court Bridge Club	686	-
Rotary Club	200	50
Rotary Club (restricted to Outing and Christmas party)*	-	200
Shiplake WI	310	-
St Jude's Trust	-	500
Tony Lane Foundation (restricted to agency staff)*	-	1,465
Tony lane Foundation (unrestricted)	-	570
Woodley Ukelele Band	-	250
	<u>11,956</u>	<u>17,011</u>
<b>Donations from individuals, including funeral collections</b>	<u>263</u>	<u>1,026</u>
	<u>£ 12,219</u>	<u>£ 18,037</u>

The grants marked \* are for restricted purposes and total £8600 (2024: £11,033)

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
<b>3 FUNDRAISING INCOME</b>		
Tombolas, Raffles and cake sale	702	418
Aliquando	5,102	
Henley Herald Community Champion awards	-	2,715
	<u>5,804</u>	<u>3,133</u>

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
<b>4 CHARITABLE ACTIVITIES</b>		
<b>Cost of Providing day care</b>		
Staff wages	36,700	29,019
Agency staff	1,022	480
Room hire (£8,600 covered by restricted grant)	9,785	9,659
Guest meals and refreshments	8,774	9,538
Guest outings and entertainment	1,062	984
General expenses	597	461
Insurance	627	640
Phone for manager	-	-
Bank fees	80	59
Depreciation of Furniture	154	752
	<u>58,802</u>	<u>51,592</u>

There were no fees charged for the Independent Examination.

BLUEBELLS DAY CENTRE

TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2025

**NOTES TO THE FINANCIAL STATEMENTS**

<b>5 FUNDRAISING COSTS</b>	<b>2025</b>	<b>2024</b>
Henley herald champion awards	-	3,020
	<u>-</u>	<u>3,020</u>
<b>5 FIXED ASSETS</b>	<b>2025</b>	<b>2024</b>
<b>COST</b>	<b>£</b>	<b>£</b>
As at 1.2.2024	3,762	3,762
Assets bought in year (chair)	-	-
As at 31.1.2025	<u>3,762</u>	<u>3,762</u>
<b>DEPRECIATION</b>		
As at 1.2.2024	3,147	3,147
Charge for year at 20%	154	-
As at 31.1.2025	<u>3,301</u>	<u>3,147</u>
<b>Net Book Value at 31.1.2025</b>	<b><u>461</u></b>	<b><u>615</u></b>
Net Book Value at 31.1.2024	<u>615</u>	<u>615</u>
	<b>2025</b>	<b>2024</b>
<b>6 DEBTORS AND PREPAYMENTS</b>	<b>£</b>	<b>£</b>
Guest fees	2,729	2,595
Sundry debtors	175	175
Prepayments - insurance	209	209
	<u>3,113</u>	<u>2,979</u>
<b>7 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	<b>2025</b>	<b>2024</b>
<b>ACCRUED EXPENSES</b>	<b>£</b>	<b>£</b>
Wages and NEST pension contributions	189	53
PAYE	90	191
Room hire and lunches	1,463	1,484
Other	3	648
	<u>1,745</u>	<u>2,376</u>

BLUEBELLS DAY CENTRE

TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2025

**NOTES TO THE FINANCIAL STATEMENTS**

<b>8 FUNDS</b>	<b>Unrestricted</b>	<b>Unrestricted</b>
	<b>General Fund</b>	<b>General Fund</b>
	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Fixed Assets	461	615
Debtors and Prepayments	3,113	1,579
Petty cash	84	523
Cash at bank	19,308	17,831
Current Liabilities - creditors	<u>(1,745)</u>	<u>(2,376)</u>
	<u>21,222</u>	<u>18,172</u>

All the above funds are unrestricted. The trustees have designated some funds for special purposes:

Reserve Funds	18,500	14,500
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Bursary fund, to pay session fees for those on low income	2,670	2,670
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The reserve fund, set to cover six months of staff wages, was increased by a transfer from general funds

**8 TRUSTEES' REMUNERATION**

The Trustees received no payment during the year, nor were they reimbursed for any expenses during the year.

**BLUEBELLS DAY CENTRE**

England & Wales - Charity number 1181582

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# Accounts

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**BLUEBELLS DAY CENTRE  
REGISTERED CHARITY NO. 1181582**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2024**

**BLUEBELLS DAY CENTRE**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
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**BLUEBELLS DAY CENTRE**

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**CHARITY REGISTERED NUMBER:** 1181582

**REGISTERED OFFICE and  
DAY CENTRE:** Christ Church Centre  
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**BANKERS:** CAF Bank  
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## **BLUEBELLS DAY CENTRE**

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#### **Structure, Governance and Management**

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The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities and setting the activities and policies for the year.

#### **Achievement and Performance**

Bluebells continues to run twice weekly sessions from 10.00 to 3.30 offering mental stimulation, physical activity and social interaction to those with dementia and related disabilities.

No difficulties have been encountered in the organisation and administration of the Charity.

#### **Financial Review**

The charity received £18,037 in donations in the year including £8,600 from Henley Town Council towards the rent of the room. Fees from guests amounted to £39,480. The individual fee was £35 per day until the 31 December after which it increased to £40 per session. The fee includes the cost of a hot two course lunch which is paid on to the Christchurch Centre. Our largest cost is staff wages of £29,019. Our other costs are detailed in the notes to the accounts. Administration costs remain minimal as admin work is carried out by the trustees. Our costs are also less than they otherwise would be due to our volunteers who help at Bluebells' sessions on a voluntary basis and also our Independent Examiner who reviews the financial statements on a voluntary basis.

We commenced the year with funds of £12,107, which increased to £18,172 at the year end, including a small bursary fund to assist those on lower income. We aim to hold reserves of £14,500, see below, and are pleased to have reached this level through additional donations and fundraising.

#### **Reserves**

The aim is for sufficient reserves are held to ensure the payment of staff for six months. For 2023-24 this is calculated to be £14,500 (2022-23: £14,500).

**BLUEBELLS DAY CENTRE**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2024**

**Risk Assessment**

The Trustees have reviewed the risks faced by the charity and have implemented systems to mitigate these risks. In particular, the Trustees consider the major risk to the charity is the safety and wellbeing of its guests. To mitigate this risk the Trustees have employed staff trained and experienced in assisting those with dementia and mobility problems. The Trustees also receive a weekly report on the sessions from the co-ordinator.

**Statement of Trustees Responsibilities**

Charity Law 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 Trust and its incoming resources and application of resources for the year then ended. In preparing those financial statements, the Trustees are required to:-

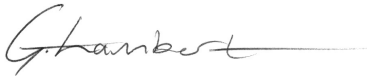
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Glen Lambert

**BLUEBELLS DAY CENTRE**

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**Responsibilities and basis of report**

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1. proper accounting records were not kept in accordance with Section 130 of the Act;
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 the 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.

Signed: *Jane Smewing* Jane Smewing, Independent Examiner

Name and address: 51 St Marks Road  
Henley on Thames  
Oxon RG9 1LP

Dated: 27 November 2025

**BLUEBELLS DAY CENTRE**

TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 31 JANUARY 2024

**STATEMENT OF FINANCIAL ACTIVITIES and PROFIT and LOSS ACCOUNT**

	NOTE	General Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
<b><u>Income from:</u></b>					
Donations received	2	7,004	11,033	18,037	14,650
Sundry income		26	-	26	13
Fundraising Income		3,133	-	3,133	2,617
Guest fees		39,480	-	39,480	28,181
<b>Total income</b>		<b>49,643</b>	<b>11,033</b>	<b>60,676</b>	<b>45,461</b>
<b><u>Expenditure on:</u></b>					
Charitable activities	3	40,559	11,033	51,592	46,844
Fundraising costs		3,020	-	3,020	-
<b>Total expenditure</b>		<b>43,579</b>	<b>11,033</b>	<b>54,612</b>	<b>46,844</b>
<b>Net income/(expenditure)</b>		<b>6,065</b>	<b>-</b>	<b>6,065</b>	<b>(1,383)</b>
<b>Net income/(expenditure) and net movement in funds</b>		<b>6,065</b>	<b>-</b>	<b>6,065</b>	<b>(1,383)</b>
<b>Reconciliation of funds</b>					
Funds brought forward 31 January 2023		12,107	-	12,107	13,490
Transfer from bursary reserve		-	-	-	-
Funds carried forward at 31 January 2024	11	18,172	-	18,172	12,107


The notes on pages 6 to 8 form part of these financial statements

**BLUEBELLS DAY CENTRE**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2024**

<b>BALANCE SHEET</b>	<b>NOTE</b>	<b>2024</b>		<b>2023</b>	
		£	£	£	£
<b>Fixed Assets</b>					
Tangible Fixed Assets	5		615		599
<b>Current Assets</b>					
Debtors and Prepayments	6	2,979		2,110	
Petty Cash		523		63	
Cash at Bank		<u>16,421</u>		<u>13,727</u>	
			19,923	15,900	
<b>Liabilities</b>					
Creditors: Amounts falling due within one year	7	<u>2,366</u>		<u>4,392</u>	
<b>Net Current assets</b>			17,557		11,508
<b>NET ASSETS</b>			<u><u>18,172</u></u>		<u><u>12,107</u></u>
REPRESENTED BY:					
<b>The Funds of the Charity</b>					
Unrestricted Funds	8				
General Fund			1,002		(5,063)
Designated Funds - Reserves		14,500		14,500	
Designated Fund - Bursaries	8	<u>2,670</u>	17,170	<u>2,670</u>	17,170
<b>TOTAL CHARITY FUNDS</b>			<u><u>18,172</u></u>		<u><u>12,107</u></u>

Approved by the Trustees on 12 November 2025 and signed on their behalf by



.....  
Glen Lambert

The notes on pages 6 to 8 form part of these financial statements

## BLUEBELLS DAY CENTRE

### TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JANUARY 2024

#### NOTES TO THE FINANCIAL STATEMENTS

##### 1 ACCOUNTING POLICIES

###### Introduction

Bluebells Day Centre is a registered charity (No 1181582). Its objects are as stated in the Trustees report.

###### General

The financial statements have been prepared in accordance with the Charities Act 2011, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Statement of Recommended Practice "Accounting and Reporting Charities preparing their accounts in accordance with FRS 102" issued on 16 July 2014. They have been prepared on a going concern basis under historical cost convention with the exception of Fixed Asset Investments which have been stated at market value.

The Charity constitutes a public benefit entity as defined by FRS 102.

###### Recognition of Income

All income is included in the Statement of Financial Activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy.

###### Guest Fees

Guest Fees are included in the accounts once a guest has attended a session.

###### Expenditure

Expenses are accounted for on an accrued basis.

Governance costs are those costs associated with meeting the constitutional and statutory requirements of the charitable company and include company secretarial costs, accountancy fees, independent examination fees and costs associated with Trustee meetings.

###### Funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity.

###### Fixed Assets

Fixed assets are included in the financial statements at cost less depreciation. Depreciation is calculated on a straight line basis.

###### Liabilities

Accruals are recognised when there is a present obligation at the reporting date as a result of a past event. Accruals are measured at the best estimate of their settlement amount. Fees paid in advance by guests are shown as accrued income.

	2024	2023
	£	£
<b>2 DONATIONS RECEIVED</b>		
<b>Corporate Donations</b>		
Baker Carel	1,410	1,000
Binfield Heath Flower Show	300	-
Henley Town Council (restricted to room hire) *	8,600	8,640
Lions Leadership	-	250
Leadership Systems	500	-
Lions Club (restricted to purchase of 2 new chairs)*	768	-
Other	-	1,510
Oxfordshire and central Masons	1,000	2,000
Rotary Club	50	100
Rotary Club (restricted - Christmas outing & party)*	200	-
St Jude's Trust	500	-
Sundry	1,398	-
Tony Lane Foundation (restricted - agency staff and outings)*	1,465	-
Tony Lane Foundation	570	-
Woodley Ukelele band	250	-
World Music	-	100
	<hr/>	<hr/>
	17,011	13,600
<b>Donations from individuals, including funeral collections</b>	1,026	1,050
	<hr/>	<hr/>
	£ 18,037	£ 14,650

BLUEBELLS DAY CENTRE

TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2024

**NOTES TO THE FINANCIAL STATEMENTS**

Restricted purposes donations (marked\*) total £11,033

<b>3 FUNDRAISING INCOME</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Tombolas and raffles	418	-
Tickets and raffle monies Community Champion awards	2,715	2,617
	<u>3,133</u>	<u>2,617</u>

<b>4 CHARITABLE ACTIVITIES</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>Cost of Providing day care</b>		
Staff wages	29,019	28,552
Agency staff	480	
Room hire	9,659	15,943
Guest meals and refreshments	9,538	-
Guest outings and entertainment	984	-
General expenses	461	740
Insurance	640	657
Phone for manager	-	279
Bank fees	59	75
Depreciation of Furniture	752	599
	<u>51,592</u>	<u>46,844</u>

There were no fees charged for the Independent Examination.

<b>5 FUNDRAISING COSTS</b>	<b>2024</b>	<b>2023</b>
2024 costs	3,020	-
	<u>-</u>	<u>-</u>
	<u>3,020</u>	<u>-</u>

<b>5 FIXED ASSETS</b>	<b>£</b>
<b>COST</b>	
As at 1.2.2023	2,994
Assets bought in year (chair)	768
As at 31.1.2024	<u>3,762</u>
<b>DEPRECIATION</b>	
As at 1.2.2023	2,395
Charge for year at 20%	752
As at 31.1.2024	<u>3,147</u>
<b>Net Book Value at 31.1.2024</b>	<u><b>615</b></u>
Net Book Value at 31.1.2023	<u>599</u>

<b>6 DEBTORS AND PREPAYMENTS</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Guest fees	2,595	1,890
Other debtors	175	-
Prepayments - insurance	209	220
	<u>2,979</u>	<u>2,110</u>

BLUEBELLS DAY CENTRE

TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2024

**NOTES TO THE FINANCIAL STATEMENTS**

<b>7 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	<b>2024</b>	<b>2023</b>
<b>ACCRUED EXPENSES</b>	<b>£</b>	<b>£</b>
Wages and NEST pension contributions	53	2,276
PAYE	191	(659)
Room hire and lunches	1,484	2,876
Other	638	(101)
	<u>2,366</u>	<u>4,392</u>

<b>8 FUNDS</b>	<b>Unrestricted General Fund 2024 £</b>	<b>Unrestricted General Fund 2023 £</b>
Fixed Assets	615	599
Debtors and Prepayments	2,979	2,110
Petty cash	523	63
Cash at bank	16,421	13,727
Current Liabilities - creditors	<u>(2,366)</u>	<u>(4,392)</u>
	<u>18,172</u>	<u>12,107</u>

All the above funds are unrestricted. The trustees have designated some funds for special purposes:

Reserve Funds	14,500	14,500
Bursary fund, to pay session fees for those on low income	2,670	2,670

The reserve fund, set to cover six months of staff wages, was increased by £2,500 by transfer from general funds

**8 TRUSTEES' REMUNERATION**

The Trustees received no payment during the year, nor were they reimbursed for any expenses during the year.

**BLUEBELLS DAY CENTRE**

England & Wales - Charity number 1181582

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# Accounts

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**BLUEBELLS DAY CENTRE  
REGISTERED CHARITY NO. 1181582**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**BLUEBELLS DAY CENTRE**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2023**

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**BLUEBELLS DAY CENTRE**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**ADMINISTRATIVE INFORMATION**

**CHARITY REGISTERED NUMBER:** 1181582

**PRINCIPAL OFFICE:** Christ Church Centre  
46 Reading Road  
Henley-on-Thames  
Oxon RG9 1AG

**BANKERS:** CAF Bank

**WEBSITE:** [www.BluebellsDayCentre.org.uk](http://www.BluebellsDayCentre.org.uk)

## **BLUEBELLS DAY CENTRE**

### **TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JANUARY 2023**

#### **TRUSTEES REPORT**

The Trustees present their report together with the Financial Statements of the Charity for the period ended 31 January 2023. The Trustees' report and financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the trust deed, the Charities Act 2011 and Statement of Recommended Practice, "Charities SORP (FRS 102) Accounting and Reporting by Charities preparing their accounts in accordance with FRS 102" effective 1 January 2019.

#### **Structure, Governance and Management**

Bluebells Day Centre is Charitable Incorporated Organisation and was registered on 15 January 2019.

The Charity Trustees during the year were:

Glen Lambert (chair)  
Hannah Leamy FCCA (treasurer)  
Rob Lazzaro (Resigned May 2022)  
Rev. Glyn Millington  
David Skinner  
Kim Wedderburn LLB Hons.

Rob Lazzaro resigned as a trustee following his move to the USA.

Decisions are taken by the Trustees at formal meetings and in consultation with each other on an informal basis.

The reference and administrative information is given on page 1.

#### **Objectives and Activities**

The objects of the charity is to provide social engagement, activities, games and outings for dementia sufferers and respite for their carers.

#### **Public Benefit**

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities and setting the activities and policies for the year.

#### **Achievement and Performance**

Bluebells continues to run twice weekly sessions from 10.00 to 3.30 offering mental stimulation, physical activity and social interaction to those with dementia and related disabilities.

No difficulties have been encountered in the organisation and administration of the Charity.

#### **Financial Review**

The charity received £14,651 in donations in the year including £8,640 from Henley Town Council towards the rent of the room. Fees from guests amounted to £28,181. During the year this was increased from £30 to £35 per session, which includes £8 for the cost of a hot two course lunch which is paid on to the Christchurch Centre. Our largest cost is staff wages of £28,552. Our other costs are detailed in the notes to the accounts. Administration costs remain minimal as admin work is carried out by the trustees. Our costs are also less than they otherwise would be due to our volunteers who help at Bluebells' sessions on a voluntary basis and also to our and our Independent Examiner who reviews the financial statements on a voluntary basis.

We commenced the year with funds of £13,490, and at the year end they had reduced to £12,107. We aim to hold reserves of £14,500, see below, and hope to increase funds to this level during the 2023-24 year through additional donations and fundraising.

#### **Reserves**

The aim is for sufficient reserves are held to ensure the payment of staff for six months. For 2022-23 this is calculated to be £14,500 (2021-22: £12,000).

#### **Risk Assessment**

The Trustees have reviewed the risks faced by the charity and have implemented systems to mitigate these risks. In particular, the

**BLUEBELLS DAY CENTRE**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2023**

Trustees consider the major risk to the charity is the safety and wellbeing of its guests. To mitigate this risk the Trustees have employed staff trained and experienced in assisting those with dementia and mobility problems. Staff attended a course on safe handling and mobility. The Trustees also receive a weekly report on the sessions from the co-ordinator.

**Statement of Trustees Responsibilities**

Charity Law 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 Trust and its incoming resources and application of resources for the year then ended. In preparing those financial statements, the Trustees are required to:-

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Charities SORP (FRS 102);
- Make judgements and estimates that are reasonable and prudent;
- Value assets and liabilities in accordance with the Statement of Recommended Practice Accounting & Reporting by Charities and to state whether or not the accounts have been prepared in accordance with any applicable accounting standards and statements of recommended practice and to give particulars of any material departure from those standards and practices and the reasons for such departure;
- 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 which are sufficient to show and explain the Charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Trust, and enable them to ensure that the financial statements comply with relevant legislation. They are also responsible for safeguarding the assets of the Charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware;

- there is no relevant audit information of which the charitable company's Independent Examiner is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the Independent Examiner is aware of that information.

Approved by the Trustees on 30 November 2023 and signed of their behalf by



.....

Glen Lambert

## BLUEBELLS DAY CENTRE

### INDEPENDENT EXAMINERS REPORT ON THE ACCOUNTS - REGISTERED CHARITY NO. 1181582 FOR THE PERIOD ENDED 31 JANUARY 2023

I report to the Trustees on my examination of the accounts of the above charity for the period ended 31 January 2023 which are set out on pages 6 to 10.

#### 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. 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. proper accounting records were not kept in accordance with Section 130 of the Act;
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 the 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.

Signed: *Jane Smewing* Jane Smewing, Independent Examiner

Name and address: 51 St Marks Road  
Henley on Thames  
Oxon RG9 1LP

Dated: 21 November 2023

## BLUEBELLS DAY CENTRE

TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2023

### STATEMENT OF FINANCIAL ACTIVITIES and PROFIT and LOSS ACCOUNT

	NOTE	General Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
<b><u>Income from:</u></b>					
Donations received	2	6,011	8,640	14,651	3,365
Other income - CJRS		-	-	-	7,525
Sundry income		13	-	13	-
Fundraising		2,617	-	2,617	-
Guest fees		28,181	-	28,181	13,528
<b>Total income</b>		<b>36,822</b>	<b>8,640</b>	<b>45,462</b>	<b>24,418</b>
<b><u>Expenditure on:</u></b>					
Charitable activities	3	38,204	8,640	46,844	35,791
<b>Total expenditure</b>		<b>38,204</b>	<b>8,640</b>	<b>46,844</b>	<b>35,791</b>
<b>Net income/(expenditure)</b>		<b>(1,383)</b>	<b>-</b>	<b>(1,383)</b>	<b>(11,373)</b>
<b>Net income/(expenditure) and net movement in funds</b>		<b>(1,383)</b>	<b>-</b>	<b>(1,383)</b>	<b>(11,373)</b>
<b>Reconciliation of funds</b>					
Funds brought forward 31 January 2022		13,490	-	13,490	25,193
Transfer from bursary reserve		-	-	-	- 330
Funds carried forward at 31 January 2023	11	12,107	-	12,107	13,490

The notes on pages 6 to 8 form part of these financial statements

**BLUEBELLS DAY CENTRE**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2023**

<b>BALANCE SHEET</b>	<b>NOTE</b>	<b>2023</b>		<b>2022</b>	
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Fixed Assets</b>					
Tangible Fixed Assets	5		599		1,198
<b>Current Assets</b>					
Debtors and Prepayments	6	2,110		705	
Petty Cash		63		100	
Cash at Bank		<u>13,727</u>		<u>14,697</u>	
		15,900		15,502	
<b>Liabilities</b>					
Creditors: Amounts falling due within one year	7	<u>4,392</u>		<u>3,210</u>	
<b>Net Current assets</b>			11,508		12,292
<b>NET ASSETS</b>			<u><u>12,107</u></u>		<u><u>13,490</u></u>
REPRESENTED BY:					
<b>The Funds of the Charity</b>					
Unrestricted Funds	8				
General Fund			(5,063)		(1,180)
Designated Funds - Reserves		14,500		12,000	
Designated Fund - Bursaries	8	<u>2,670</u>	17,170	<u>2,670</u>	14,670
<b>TOTAL CHARITY FUNDS</b>			<u><u>12,107</u></u>		<u><u>13,490</u></u>

Approved by the Trustees on 30 November 2022 and signed on their behalf by



.....  
Glen Lambert

The notes on pages 6 to 8 form part of these financial statements

## BLUEBELLS DAY CENTRE

### TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JANUARY 2023

#### NOTES TO THE FINANCIAL STATEMENTS

##### 1 ACCOUNTING POLICIES

###### Introduction

Bluebells Day Centre is a registered charity (No 1181582). Its objects are as stated in the Trustees report.

###### General

The financial statements have been prepared in accordance with the Charities Act 2011, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Statement of Recommended Practice "Accounting and Reporting Charities preparing their accounts in accordance with FRS 102" issued on 16 July 2014.

They have been prepared on a going concern basis under historical cost convention with the exception of Fixed Asset Investments which have been stated at market value.

The Charity constitutes a public benefit entity as defined by FRS 102.

###### Recognition of Income

All income is included in the Statement of Financial Activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy.

###### Guest Fees

Guest Fees are included in the accounts once a guest has attended a session.

###### Expenditure

Expenses are accounted for on an accrued basis.

Governance costs are those costs associated with meeting the constitutional and statutory requirements of the charitable company and include company secretarial costs, accountancy fees, independent examination fees and costs associated with Trustee meetings.

###### Funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity.

###### Fixed Assets

Fixed assets are included in the financial statements at cost less depreciation. Depreciation is calculated on a straight line basis.

###### Liabilities

Accruals are recognised when there is a present obligation at the reporting date as a result of a past event.

Accruals are measured at the best estimate of their settlement amount. Fees paid in advance by guests are

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>2 DONATIONS RECEIVED</b>		
<b>Corporate Donations</b>		
Baker Carel	1,000	-
Henley Town Council (restricted to room hire)	8,640	-
Lions Leadership	250	-
Lord Phillimore's Charitable Settlement	-	2,000
New Capital Reserve	-	-
Other	1,510	-
Oxfordshire and central Masons	2,000	130

BLUEBELLS DAY CENTRE

TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2023

**NOTES TO THE FINANCIAL STATEMENTS**

Rotary Club	100	250
World Music	100	-
	<u>13,600</u>	<u>2,380</u>
<b>Donations from individuals, including funeral collections</b>	<b>1,050</b>	<b>985</b>
	<u>£ 14,651</u>	<u>£ 3,365</u>

<b>3 FUNDRAISING</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Tickets Community Champion awards	2,617	-
	<u>2,617</u>	<u>-</u>

<b>4 CHARITABLE ACTIVITIES</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Cost of Providing day care</b>		
Staff wages	28,552	23,762
Room hire and meals	15,943	10,143
General expenses	740	544
Insurance	657	647
Phone for manager	279	-
Bank fees	75	96
Depreciation of Furniture	599	599
	<u>46,844</u>	<u>35,791</u>

There were no fees charged for the Independent Examination.

<b>5 FIXED ASSETS</b>	<b>£</b>
<b>COST</b>	
As at 1.2.2022	2,994
Assets bought in year (chairs)	-
As at 31.1.2023	<u>2,994</u>
<b>DEPRECIATION</b>	
As at 1.2.2022	1,796
Charge for year at 20%	599
As at 31.1.2023	<u>2,395</u>
<b>Net Book Value at 31.1.2023</b>	<u><b>599</b></u>
Net Book Value at 31.1.2022	<u><u>1,198</u></u>

<b>6 DEBTORS AND PREPAYMENTS</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Guest fees	1,890	270
Sundry debtors	-	218

## BLUEBELLS DAY CENTRE

### TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JANUARY 2023

#### NOTES TO THE FINANCIAL STATEMENTS

Prepayments - insurance	220	217
	<u>2,110</u>	<u>705</u>

<b>7 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	<b>2023</b>	<b>2022</b>
<b>ACCRUED EXPENSES</b>	<b>£</b>	<b>£</b>
Wages and NEST pension contributions	2,276	1,816
PAYE	(659)	185
Room hire and lunches	2,876	1,202
Other	(101)	7
	<u>4,392</u>	<u>3,210</u>

<b>8 FUNDS</b>	<b>Unrestricted General Fund 2023 £</b>	<b>Unrestricted General Fund 2022 £</b>
Fixed Assets	599	1,198
Debtors and Prepayments	2,110	705
Petty cash	63	100
Cash at bank	13,727	14,697
Current Liabilities - creditors	(4,392)	(3,210)
	<u>12,107</u>	<u>13,490</u>

All the above funds are unrestricted. The trustees have designated some funds for special purposes:

Reserve Funds	14,500	12,000
Bursary fund, to pay session fees for those on low income	2,670	2,670

The reserve fund, set to cover six months of staff wages, was increased by £2,500 by transfer from general funds

#### 9 TRUSTEES' REMUNERATION

The Trustees received no payment during the year, nor were they reimbursed for any expenses during the year.

**BLUEBELLS DAY CENTRE**

England & Wales - Charity number 1181582

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# Accounts

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**BLUEBELLS DAY CENTRE  
REGISTERED CHARITY NO. 1181582**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2022**

**BLUEBELLS DAY CENTRE**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2022**

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**BLUEBELLS DAY CENTRE**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2022**

**ADMINISTRATIVE INFORMATION**

**CHARITY REGISTERED NUMBER:** 1181582

**PRINCIPAL OFFICE:** Christ Church Centre  
46 Reading Road  
Henley-on-Thames  
Oxon RG9 1AG

**BANKERS:** CAF Bank

**WEBSITE:** [www.BluebellsDayCentre.org.uk](http://www.BluebellsDayCentre.org.uk)

## **BLUEBELLS DAY CENTRE**

### **TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JANUARY 2022**

#### **TRUSTEES REPORT**

The Trustees present their report together with the Financial Statements of the Charity for the period ended 31 January 2022. The Trustees' report and financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the trust deed, the Charities Act 2011 and Statement of Recommended Practice, "Charities SORP (FRS 102) Accounting and Reporting by Charities preparing their accounts in accordance with FRS 102" effective 1 January 2019.

#### **Structure, Governance and Management**

Bluebells Day Centre is Charitable Incorporated Organisation and was registered on 15 January 2019.

The Charity Trustees during the year were:

Glen Lambert (chair)  
Hannah Leamy FCCA (treasurer)  
Rob Lazzaro (Resigned May 2022)  
Rev. Glyn Millington  
David Skinner  
Kim Wedderburn LLB Hons.

Rob Lazzaro resigned as a trustee following his move to the USA.

The Trustees for the time being have the right to appoint future Trustees.

Decisions are taken by the Trustees at formal meetings and in consultation with each other on an informal basis.

The reference and administrative information is given on page 1.

#### **Objectives and Activities**

The objects of the charity is to provide social engagement, activities, games and outings for dementia sufferers and respite for their carers.

#### **Public Benefit**

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities and setting the activities and policies for the year.

#### **Achievement and Performance**

Bluebells continues to run twice weekly sessions from 10.00 to 3.30 offering mental stimulation, physical activity and social interaction to those with dementia and related disabilities. Bluebells was closed at various times during the year in accordance with government guidance due to the COVID-19 pandemic.

No difficulties have been encountered in the organisation and administration of the Charity. The Trustees continued to meet on-line during the year as a precaution against coronavirus.

The trustees wish to express their thanks to Rob Lazzro, one of the founding Trustees of Bluebells, who resigned as a Trustees following a move to USA. Rob's particular expertise is in management and staff matters and he has kindly offered to assist the trustees in these matters on a pro bono basis.

#### **Financial Review**

The charity received £3,365 in donations in the year. Fees from guests amounted to £13,528 and we received £7,524 from the governments through the Coronavirus job retention scheme. Our largest cost is staff wages of £23,761. Our other costs are detailed in the notes to the accounts. Administration costs were minimal as most admin work was carried out by the trustees. We are indebted to the Christ Church Centre who agreed to waive the room rent during the additional lockdown in early 2021. Our costs are also less than they otherwise would be due too our Independent Examiner who agreed to examine the accounts on a voluntary basis and to our volunteers who help at Bluebells sessions on a voluntary basis.

**BLUEBELLS DAY CENTRE**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2022**

We commenced the year with funds of £26,261, however another year of COVID disruption saw our funds depleted and at the year end they had reduced to £13,490. We aim to hold reserves of £12,000, see below, and hope to increase funds to this level during the 2022-23 year.

**Reserves**

The aim is for sufficient reserves are held to ensure the payment of staff for six months. For 2021-22 this is calculated to be £12,000 (2020-21: £15,000).

**Risk Assessment**

The Trustees have reviewed the risks faced by the charity and have implemented systems to mitigate these risks. In particular, the Trustees consider the major risk to the charity is the safety and wellbeing of its guests. To mitigate this risk the Trustees have employed staff trained and experienced in assisting those with dementia and mobility problems. Staff attended a course on safe handling and mobility. The Trustees also receive a weekly report on the sessions from the co-ordinator.

**Statement of Trustees Responsibilities**

Charity Law 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 Trust and its incoming resources and application of resources for the year then ended. In preparing those financial statements, the Trustees are required to:-

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Charities SORP (FRS 102);
- Make judgements and estimates that are reasonable and prudent;
- Value assets and liabilities in accordance with the Statement of Recommended Practice Accounting & Reporting by Charities and to state whether or not the accounts have been prepared in accordance with any applicable accounting standards and statements of recommended practice and to give particulars of any material departure from those standards and practices and the reasons for such departure;
- 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 which are sufficient to show and explain the Charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Trust, and enable them to ensure that the financial statements comply with relevant legislation. They are also responsible for safeguarding the assets of the Charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware;

- there is no relevant audit information of which the charitable company's Independent Examiner is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the Independent Examiner is aware of that information.

Approved by the Trustees on 30 November 2022 and signed of their behalf by

.....  
Glen Lambert

## BLUEBELLS DAY CENTRE

TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2022

### STATEMENT OF FINANCIAL ACTIVITIES and PROFIT and LOSS ACCOUNT

	NOTE	General Funds £	Restricted Funds £	TOTAL 2022 £
<b><u>Income from:</u></b>				
Donations received	2	3,365	-	3,365
Other income - CJRS		7,525	-	7,525
Sundry income		-	-	-
Guest fees		13,528	-	13,528
<b>Total income</b>		<b>24,418</b>	<b>-</b>	<b>24,418</b>
<b><u>Expenditure on:</u></b>				
Charitable activities	3	35,791	-	35,791
Governance	4	-	-	-
<b>Total expenditure</b>		<b>35,791</b>	<b>-</b>	<b>35,791</b>
<b>Net income/(expenditure)</b>		<b>(11,373)</b>	<b>-</b>	<b>(11,373)</b>
<b>Net income/(expenditure) and net movement in funds</b>		<b>(11,373)</b>	<b>-</b>	<b>(11,373)</b>
<b>Reconciliation of funds</b>				
Funds brought forward 31 January 2021		25,193	-	25,193
Transfer from bursary reserve		(330)	-	330
Funds carried forward at 31 January 2022	11	13,490	-	13,490

The notes on pages 6 to 8 form part of these financial statements

**BLUEBELLS DAY CENTRE**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2022**

<b>BALANCE SHEET</b>	<b>NOTE</b>	<b>2022</b>		<b>2021</b>	
		£	£	£	£
<b>Fixed Assets</b>					
Tangible Fixed Assets	5		1,198		1,797
<b>Current Assets</b>					
Debtors and Prepayments	6	705		3,006	
Petty Cash		100		100	
Cash at Bank		14,697		24,862	
		<u>15,502</u>		<u>27,968</u>	
<b>Liabilities</b>					
Creditors: Amounts falling due within one year	7		<u>3,210</u>		<u>4,571</u>
<b>Net Current assets</b>			12,292		23,397
<b>NET ASSETS</b>			<u><u>13,490</u></u>		<u><u>25,194</u></u>
REPRESENTED BY:					
<b>The Funds of the Charity</b>					
Unrestricted Funds	8				
General Fund			(1,180)		7,193
Designated Funds - Reserves		12,000		15,000	
Designated Fund - Bursaries	8	<u>2,670</u>	14,670	<u>3,000</u>	18,000
<b>TOTAL CHARITY FUNDS</b>			<u><u>13,490</u></u>		<u><u>25,193</u></u>

Approved by the Trustees on 30 November 2022 and signed on their behalf by

.....  
Glen Lambert

The notes on pages 6 to 8 form part of these financial statements

# BLUEBELLS DAY CENTRE

## TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JANUARY 2022

### NOTES TO THE FINANCIAL STATEMENTS

#### 1 ACCOUNTING POLICIES

##### Introduction

Bluebells Day Centre is a registered charity (No 1181582). Its objects are as stated in the Trustees report.

##### General

The financial statements have been prepared in accordance with the Charities Act 2011, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Statement of Recommended Practice "Accounting and Reporting Charities preparing their accounts in accordance with FRS 102" issued on 16 July 2014.

They have been prepared on a going concern basis under historical cost convention with the exception of Fixed Asset Investments which have been stated at market value.

The Charity constitutes a public benefit entity as defined by FRS 102.

##### Recognition of Income

All income is included in the Statement of Financial Activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy.

##### Guest Fees

Guest Fees are included in the accounts once a guest has attended a session.

##### Expenditure

Expenses are accounted for on an accrued basis.

Governance costs are those costs associated with meeting the constitutional and statutory requirements of the charitable company and include company secretarial costs, accountancy fees, independent examination fees and costs associated with Trustee meetings.

##### Funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity.

##### Fixed Assets

Fixed assets are included in the financial statements at cost less depreciation. Depreciation is calculated on a straight line basis.

##### Liabilities

Accruals are recognised when there is a present obligation at the reporting date as a result of a past event. Accruals are measured at the best estimate of their settlement amount. Fees paid in advance by guests are shown as accrued income.

	2022	2021
	£	£
<b>2 DONATIONS RECEIVED</b>		
<b>Corporate Donations</b>		
Lord Phillimore's Charitable Settlement	2,000	-
New Capital Reserve	-	8,200
Other	-	600
Oxfordshire Masons	130	500
Rotary Club	250	200
	<hr/>	<hr/>
	2,380	9,500
<b>Donations from individuals</b>	946	2,339
	<hr/>	<hr/>
	£ 3,326	£ 11,839

	2022	2021
	£	£
<b>3 CHARITABLE ACTIVITIES</b>		
<b>Cost of Providing day care</b>		

BLUEBELLS DAY CENTRE

TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2022

**NOTES TO THE FINANCIAL STATEMENTS**

Staff wages	23,762	25,879
Room hire and meals	10,143	3,755
General expenses	544	508
Insurance	647	550
Bank fees	96	71
Depreciaion of Furniture	599	599
	<u>35,791</u>	<u>31,362</u>

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>4 GOVERNANCE COSTS</b>		
Accountancy fees for payroll	-	242
	<u>-</u>	<u>242</u>

There were no fees charged for the Independent Examination.

<b>5 FIXED ASSETS</b>		<b>£</b>
<b>COST</b>		
As at 1.2.2021		2,994
Assets bought in year (chairs)		-
As at 31.1.2022		<u>2,994</u>
<b>DEPRECIATION</b>		
As at 1.2.2021		1,197
Charge for year at 20%		599
As at 31.1.2022		<u>1,796</u>
Net Book Value at 31.1.2022		<u>1,198</u>
Net Book Value at 31.1.2021		<u>1,797</u>

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>6 DEBTORS AND PREPAYMENTS</b>		
HMRC re CJRS	-	1,793
Donation received by not banked	-	1,000
Guest fees	270	-
Sundry debtors	218	-
Prepayments - insurance	217	213
	<u>705</u>	<u>3,006</u>

<b>7 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	<b>2022</b>	<b>2021</b>
<b>ACCRUED EXPENSES</b>	<b>£</b>	<b>£</b>
Wages and NEST pension contributions	1,816	1,962
PAYE	185	183
Room hire and lunches	1,202	1,998
Other	7	8
Refunds due	-	420
	<u>3,210</u>	<u>4,571</u>

BLUEBELLS DAY CENTRE

TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2022

**NOTES TO THE FINANCIAL STATEMENTS**

**8 FUNDS**

	<b>Unrestricted General Fund 2022 £</b>	<b>Unrestricted General Fund 2021 £</b>
Fixed Assets	1,198	1,796
Debtors and Prepayments	705	3,006
Petty cash	100	100
Cash at bank	14,697	24,862
Current Liabilities - creditors	<u>(3,210)</u>	<u>(4,571)</u>
	<u>13,490</u>	<u>25,193</u>

All the above funds are unrestricted. The trustees have designated some funds for special purposes:

Reserve Funds	12,000	15,000
Bursary fund, to pay session fees for those on low income	2,670	3,000

The reserve fund, set to cover six months of staff wages, was reduced by £3,000 and the released funds transferred to general funds

Eleven sessions of £30 each were funded from the bursary fund.

**8 TRUSTEES' REMUNERATION**

The Trustees received no payment during the year, nor were they reimbursed for any expenses during the year.

**BLUEBELLS DAY CENTRE**

England & Wales - Charity number 1181582

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# Accounts

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**BLUEBELLS DAY CENTRE  
REGISTERED CHARITY NO. 1181582**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2021**

**BLUEBELLS DAY CENTRE**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2021**

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**BLUEBELLS DAY CENTRE**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2021**

**ADMINISTRATIVE INFORMATION**

**CHARITY REGISTERED NUMBER:** 1181582

**PRINCIPAL OFFICE:** Christ Church Centre  
46 Reading Road  
Henley-on-Thames  
Oxon RG9 1AG

**BANKERS:** CAF Bank

**INDEPENDENT EXAMINER:** Jane Smewing

**WEBSITE:** [www.BluebellsDayCentre.org.uk](http://www.BluebellsDayCentre.org.uk)

## **BLUEBELLS DAY CENTRE**

### **TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JANUARY 2021**

#### **TRUSTEES REPORT**

The Trustees present their report together with the Financial Statements of the Charity for the period ended 31 January 2021. The Trustees' report and financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the trust deed, the Charities Act 2011 and Statement of Recommended Practice, "Charities SORP (FRS 102) Accounting and Reporting by Charities preparing their accounts in accordance with FRS 102" effective 1 January 2019.

#### **Structure, Governance and Management**

Bluebells Day Centre is Charitable Incorporated Organisation and was registered on 15 January 2019.

The Charity Trustees during the year were:

Glen Lambert (chair)  
Hannah Leamy (treasurer)  
Rob Lazzaro  
Glyn Millington  
David Skinner  
Kim Wedderburn

The Trustees for the time being have the right to appoint future Trustees.

Decisions are taken by the Trustees at formal meetings and in consultation with each other on an informal basis.

The professional advisors to the Charity and other reference and administrative information is given on page 1.

#### **Objectives and Activities**

The objects of the charity is to provide social engagement, activities, games and outings for dementia sufferers and respite for their carers.

#### **Public Benefit**

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities and setting the activities and policies for the year.

#### **Achievement and Performance**

Bluebells continued to run twice weekly sessions from 10.00 to 3.30 offering mental stimulation, physical activity and social interaction to those with dementia and related disabilities throughout February and early March by which time the COVID-19 pandemic was becoming a serious concern. After the Bluebells session on Monday March 16th, the wife of one of our guests began to feel ill. This was not a confirmed case but with the full lockdown imminent and for the safety of our staff and guests, on Tuesday March 17th the Bluebells Trustees took the decision to temporarily close Bluebells and furlough our staff meaning there was no session on the Thursday.

Due to the particular vulnerabilities of our guests, the Bluebells Trustees were very cautious and waited until other support groups based at the Christ Church Centre had been operating, without issue, for several weeks before deciding to reopen the Bluebells Day Centre on Thursday October 22nd. We took several precautions to increase the safety of our staff and guests including; masks worn at all times when interacting with guests or when inside the Bluebells Day Centre, Reduced the maximum number of guests from 12 to 8 to allow 2 metre spacing, opened windows for better ventilation, purchased a contactless thermometer to take guests temperatures on arrival, doubled the number of cleans and hired an additional member of staff on a temporary basis to help with the additional workload and allowed our staff more frequent breaks.

## **BLUEBELLS DAY CENTRE**

### **TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JANUARY 2021**

We detailed the changes we'd had to make and asked the families and carers to acknowledge and accept the adjustments. All were happy to do so. The Henley Handybus did not resume its services so our guests were delivered and collected by their families or carers.

We had planned to close Bluebells as normal for the Christmas period with our last session of 2020 on Thursday December 17th. The country then returned to full lockdown shortly thereafter and Bluebells did not open again during this reporting period.

No difficulties have been encountered in the organisation and administration of the Charity. The Trustees met on-line during the year as a precaution against coronavirus.

#### **Financial Review**

The charity received £11,839 in donations in the year. Fees from guests amounted to £5,480. We retained all permanent staff during the coronavirus closure so the total wages for the year were £25,879 which were offset to some extent by receipt from the government through the Coronavirus job retention scheme for periods when Bluebells was closed. Other costs are detailed in the notes to the accounts. Administration costs were minimal as most admin work was carried out by the trustees. We are also indebted to the Christ Church Centre who agreed to waive the minimum lunch charge and discount the room rent during the pandemic and to our Independent Examiner who agreed to examine the accounts on a voluntary basis. The net loss for the year was £5,073. Fortunately we carry reserves to tide the charity over difficult periods. Funds carried forward to the next year are £25,193.

#### **Reserves**

Sufficient reserves are held to ensure the payment of staff for six months for 6 months. For 2021-22 this is calculated to remain at £15,000.

#### **Risk Assessment**

The Trustees have reviewed the risks faced by the charity and have implemented systems to mitigate these risks. In particular, the Trustees consider the major risk to the charity is the safety and wellbeing of its guests. To mitigate this risk the Trustees have employed staff trained and experienced in assisting those with dementia and mobility problems. Staff attended a course on safe handling and mobility. The Trustees also receive a weekly report on the sessions from the co-ordinator.

#### **Plans for Future Periods**

The Trustees intention was to extend Bluebells to three sessions per week during 2020. However COVID meant the safety of guests and staff became the priority and Bluebells was closed from mid March 2020 and the staff placed on Furlough.

#### **Statement of Trustees Responsibilities**

Charity Law 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 Trust and its incoming resources and application of resources for the year then ended. In preparing those financial statements, the Trustees are required to:-

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Charities SORP (FRS 102);
- Make judgements and estimates that are reasonable and prudent;
- Value assets and liabilities in accordance with the Statement of Recommended Practice Accounting & Reporting by Charities and to state whether or not the accounts have been prepared in accordance with any applicable accounting standards and statements of recommended practice and to give particulars of any material departure from those standards and practices and the reasons for such departure;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

**BLUEBELLS DAY CENTRE**

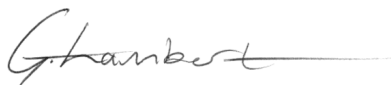
**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2021**

The Trustees are responsible for keeping proper accounting records which are sufficient to show and explain the Charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Trust, and enable them to ensure that the financial statements comply with relevant legislation. They are also responsible for safeguarding the assets of the Charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware;

- there is no relevant audit information of which the charitable company's Independent Examiner is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the Independent Examiner is aware of that information.

Approved by the Trustees on 22 September 2021 and signed of their behalf by



.....  
Glen Lambert

## BLUEBELLS DAY CENTRE

### INDEPENDENT EXAMINERS REPORT ON THE ACCOUNTS - REGISTERED CHARITY NO. 1181582 FOR THE PERIOD ENDED 31 JANUARY 2021

I report to the Trustees on my examination of the accounts of the above charity for the period ended 31 January 2021 which are set out on pages 6 to 10.

#### 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. 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. proper accounting records were not kept in accordance with Section 130 of the Act;
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 the 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.

Signed: *Jane Smewing* Jane Smewing, Independent Examiner

Name and address: 51 St Marks Road  
Henley on Thames  
Oxon RG9 1LP

Dated: 30th January 2022

## BLUEBELLS DAY CENTRE

TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2021

### STATEMENT OF FINANCIAL ACTIVITIES and PROFIT and LOSS ACCOUNT

	NOTE	General Funds £	Restricted Funds £	TOTAL 2021 £
<b><u>Income from:</u></b>				
Donations received	2	11,839	-	11,839
Other income - CJRS		9,212	-	9,212
Fundraising		-	-	-
Guest fees		5,480	-	5,480
<b>Total income</b>		<b>26,531</b>	<b>-</b>	<b>26,531</b>
<b><u>Expenditure on:</u></b>				
Charitable activities	3	31,362	-	31,362
Governance	4	242	-	242
<b>Total expenditure</b>		<b>31,604</b>	<b>-</b>	<b>31,604</b>
<b>Net income/(expenditure)</b>		<b>(5,073)</b>	<b>-</b>	<b>(5,073)</b>
<b>Net income/(expenditure) and net movement in funds</b>		<b>(5,073)</b>	<b>-</b>	<b>(5,073)</b>
<b>Reconciliation of funds</b>				
Funds brought forward 31 January 2020		30,266	-	30,266
Funds carried forward at 31 January 2021	11	25,193	-	25,193

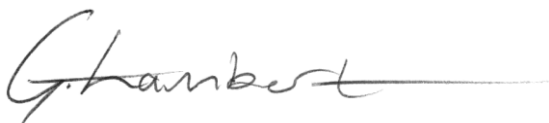
The notes on pages 8 to 9 form part of these financial statements

**BLUEBELLS DAY CENTRE**

**TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2021**

<b>BALANCE SHEET</b>	<b>NOTE</b>	<b>2021</b>		<b>2020</b>	
		£	£	£	£
<b>Fixed Assets</b>					
Tangible Fixed Assets	5		1,796		2,395
<b>Current Assets</b>					
Debtors and Prepayments	6	3,006		153	
Petty Cash		100		308	
Cash at Bank		<u>24,862</u>		<u>30,640</u>	
			<u>27,968</u>		<u>31,102</u>
<b>Liabilities</b>					
Creditors: Amounts falling due within one year	7		<u>4,571</u>		<u>3,231</u>
<b>Net Current assets</b>			23,397		27,871
<b>NET ASSETS</b>			<u><u>25,193</u></u>		<u><u>30,266</u></u>
REPRESENTED BY:					
<b>The Funds of the Charity</b>					
Unrestricted Funds	8				
General Fund			7,193		12,266
Designated Fund - Reserves		15,000		15,000	
Designated Fund - Bursaries	8	<u>3,000</u>	18,000	<u>3,000</u>	18,000
<b>TOTAL CHARITY FUNDS</b>			<u><u>25,193</u></u>		<u><u>30,266</u></u>

Approved by the Trustees on 22 september 2021 and signed on their behalf by



.....  
Glen Lambert

The notes on pages 8 to 11 form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS**

**1 ACCOUNTING POLICIES**

**Introduction**

Bluebells Day Centre is a registered charity (No 1181582). Its objects are as stated in the Trustees report.

**General**

The financial statements have been prepared in accordance with the Charities Act 2011, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Statement of Recommended Practice "Accounting and Reporting Charities preparing their accounts in accordance with FRS 102" issued on 16 July 2014.

They have been prepared on a going concern basis under historical cost convention with the exception of Fixed Asset Investments which have been stated at market value.

The Charity constitutes a public benefit entity as defined by FRS 102.

**Recognition of Income**

All income is included in the Statement of Financial Activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy.

**Guest Fees**

Guest Fees are included in the accounts once a guest has attended a session.

**Expenditure**

Expenses are accounted for on an accrued basis.

Governance costs are those costs associated with meeting the constitutional and statutory requirements of the charitable company and include company secretarial costs, accountancy fees, independent examination fees and costs associated with Trustee meetings.

**Funds**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity.

**Fixed Assets**

Fixed assets are included in the financial statements at cost less depreciation. Depreciation is calculated on a straight line basis.

**Liabilities**

Accruals are recognised when there is a present obligation at the reporting date as a result of a past event. Accruals are measured at the best estimate of their settlement amount. Fees paid in advance by guests are shown as accrued income.

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>2 DONATIONS RECEIVED</b>		
<b>Corporate Donations</b>		
Henley Lions Club	-	1,500
Henley Town Council (Transfer of old Bluebells grant)	-	5,150
Barker Carel	-	1,000
Lord Phillimore's Charitable Settlement	-	3,000
Henley Town Council	8,200	8,200
New Capital Reserve	-	1,603
Other	600	851
Oxfordshire Masons	500	-
Oxfordshire County Council	-	14,758
Rotary Club	200	-
	<hr/>	<hr/>
	9,500	36,062
<b>Donations from individuals</b>	2,339	210
	<hr/>	<hr/>
	£ 11,839	£ 36,272
	<hr/>	<hr/>

BLUEBELLS DAY CENTRE

TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2021

NOTES TO THE FINANCIAL STATEMENTS

	2021	2020
	£	£
<b>3 CHARITABLE ACTIVITIES</b>		
<b>Cost of Providing day care</b>		
Staff wages	25,879	12,312
Room hire and meals	3,755	4,588
General expenses	508	776
Insurance	550	457
Bank fees	71	51
DBS Checks	-	102
Depreciaion of Furniture	599	599
	<u>31,362</u>	<u>18,884</u>

	2021	2020
	£	£
<b>4 GOVERNANCE COSTS</b>		
Accountancy fees for payroll (accrued)	242	220
	<u>242</u>	<u>220</u>

There were no fees charged for the Independent Examination.

	£
<b>5 FIXED ASSETS</b>	
COST	
As at 1.2.2020	2,994
Assets bought in year (chairs)	-
As at 31.1.2021	<u>2,994</u>
DEPRECIATION	
As at 1.2.2020	599
Charge for year at 20%	599
As at 31.1.2021	<u>1,198</u>
Net Book Value at 31.1.2021	<u>1,796</u>
Net Book Value at 31.1.2020	<u>2,395</u>

	2021	2020
	£	£
<b>6 DEBTORS AND PREPAYMENTS</b>		
HMRC re CJRS	1,793	-
Donation received but not banked	1,000	-
Prepayments - insurance	213	153
	<u>3,006</u>	<u>153</u>

BLUEBELLS DAY CENTRE

TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 JANUARY 2021

**NOTES TO THE FINANCIAL STATEMENTS**

<b>7 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	<b>2021</b>	<b>2020</b>
<b>ACCRUED EXPENSES</b>	<b>£</b>	<b>£</b>
Accrued accountancy fees	-	220
Wages and NEST pension contributions	1,962	22
PAYE	183	991
Room hire and lunches	1,998	1,399
Other	8	-
Refunds due	420	600
	<u>4,571</u>	<u>3,231</u>

<b>8 FUNDS</b>	<b>Unrestricted General Fund 2021 £</b>	<b>Unrestricted General Fund 2020 £</b>
Fixed Assets	1,796	2,395
Debtors and Prepayments	3,006	153
Petty cash	100	308
Cash at bank	24,862	30,640
Current Liabilities - creditors	(4,571)	(3,231)
	<u>25,193</u>	<u>30,266</u>

All the above funds are unrestricted. The trustees have designated some funds for special purposes:

Reserve Funds	15,000	15,000
Bursary fund, to pay session fees for those on low income	3,000	3,000

**8 TRUSTEES' REMUNERATION**

The Trustees received no payment during the year, nor were they reimbursed for any expenses during the year.