



BLUEBELLS DAY CENTRE
REGISTERED CHARITY NO. 1181582

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

BLUEBELLS DAY CENTRE

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FOR THE PERIOD ENDED 31 JANUARY 2024**

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BLUEBELLS DAY CENTRE

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

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

BLUEBELLS DAY CENTRE

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

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 £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

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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:-

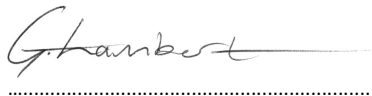
- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Charities SORP (FRS 102);
- Make judgements and estimates that are reasonable and prudent;
- Value assets and liabilities in accordance with the Statement of Recommended Practice Accounting & 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 on 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 2024 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: 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 £
<u>Income from:</u>					
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
Total income		49,643	11,033	60,676	45,461
<u>Expenditure on:</u>					
Charitable activities	3	40,559	11,033	51,592	46,844
Fundraising costs		3,020	-	3,020	-
Total expenditure		43,579	11,033	54,612	46,844
Net income/(expenditure)		6,065	-	6,065	(1,383)
Net income/(expenditure) and net movement in funds		6,065	-	6,065	(1,383)
Reconciliation of funds					
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**

BALANCE SHEET	NOTE	2024		2023	
		£	£	£	£
Fixed Assets					
Tangible Fixed Assets	5		615		599
Current Assets					
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	<u>15,900</u>	
Liabilities					
Creditors: Amounts falling due within one year	7	<u>2,366</u>		<u>4,392</u>	
Net Current assets			17,557		11,508
NET ASSETS			<u><u>18,172</u></u>		<u><u>12,107</u></u>
REPRESENTED BY:					
The Funds of the Charity					
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
TOTAL CHARITY FUNDS			<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
	£	£
2 DONATIONS RECEIVED		
Corporate Donations		
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
Donations from individuals, including funeral collections	1,026	1,050
	<hr/>	<hr/>
	£ 18,037	£ 14,650

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NOTES TO THE FINANCIAL STATEMENTS

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

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

4 CHARITABLE ACTIVITIES	2024	2023
	£	£
Cost of Providing day care		
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.

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

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

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

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NOTES TO THE FINANCIAL STATEMENTS

7 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2024	2023
ACCRUED EXPENSES	£	£
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>

8 FUNDS	Unrestricted General Fund	Unrestricted General Fund
	2024	2023
	£	£
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.