



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

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

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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 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:-

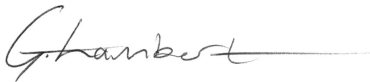
- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Charities SORP (FRS 102);
- Make judgements and estimates that are reasonable and prudent;
- Value assets and liabilities in accordance with the Statement of Recommended Practice Accounting & 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

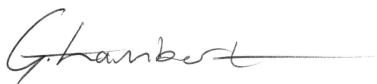
	NOTE	General Funds £	Restricted Funds £	TOTAL 2025 £	TOTAL 2024 £
<u>Income from:</u>					
Donations received	2	3,619	8,600	12,219	18,037
Sundry income		33	-	33	26
Fundraising		5,804	-	5,804	3,133
Guest fees		43,795	-	43,795	39,480
Total income		53,252	8,600	61,852	60,676
<u>Expenditure on:</u>					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

BALANCE SHEET	NOTE	2025		2024	
		£	£	£	£
Fixed Assets					
Tangible Fixed Assets	5		461		615
Current Assets					
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	
Liabilities					
Creditors: Amounts falling due within one year	7	<u>1,745</u>		<u>2,366</u>	
Net Current assets			20,760		17,557
NET ASSETS			<u>21,222</u>		<u>18,172</u>
REPRESENTED BY:					
The Funds of the Charity					
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
TOTAL CHARITY FUNDS			<u>21,222</u>		<u>18,172</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

	2025	2024
	£	£
2 DONATIONS RECEIVED		
Corporate Donations		
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
	11,956	17,011
Donations from individuals, including funeral collections	263	1,026
	<u>£ 12,219</u>	<u>£ 18,037</u>

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

3 FUNDRAISING INCOME	2025	2024
	£	£
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>

	2025	2024
	£	£
4 CHARITABLE ACTIVITIES		
Cost of Providing day care		
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.

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NOTES TO THE FINANCIAL STATEMENTS

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

BLUEBELLS DAY CENTRE

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NOTES TO THE FINANCIAL STATEMENTS

8 FUNDS

	Unrestricted General Fund 2025 £	Unrestricted General Fund 2024 £
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	(1,745)	(2,376)
	<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.