

Company registration number: CE017890
Charity registration number: 1183959

The Palmer Centre

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 30 June 2021

bdhc Chartered Accountants
11 Moor Street
Chepstow
Monmouthshire
NP16 5DD

The Palmer Centre

Contents

Reference and Administrative Details	1
Trustees' Report	2
Independent examiner's report	3
Statement of financial activities	4
Balance Sheet	5 to 6
Notes to the financial statements	7 to 14

The following pages do not form part of the statutory financial statements:

Statement of financial activities per fund	15 to 17
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The Palmer Centre
Reference and Administrative Details

Charity name	The Palmer Centre
Charity registration number	1183959
Company registration number	CE017890
Principal office	Place de Cormeilles High Street Chepstow Monmouthshire NP16 5LH
Registered office	Place de Cormeilles High Street Chepstow Monmouthshire NP16 5LH
Trustees	Mr P S Farley, Chairman Mr M Le Peltier Mr R Richardson-Aitken Rev. S Jackson Mrs P Osley
Accountant	bdhc Chartered Accountants 11 Moor Street Chepstow Monmouthshire NP16 5DD

The Palmer Centre

Trustees' Report

The past year has been very much a continuation from the year I described in my last report. The core activities of The Palmer Centre have been sustained with some difficulty due to the Covid-19 emergency with its enforced periods of closure and uncertainty on the part of our customers and regular hirers.

Our Centre is an invaluable resource for the community in Chepstow and beyond, a welcoming place that provides for some of our people their main or only source of companionship. Our Café continues to offer affordable food and drink of good quality in a unique environment in the heart of Chepstow. Nevertheless, these are challenging times and we recognise the need to increase awareness of who we are and what we do, to extend our range of activities and to seek new hirers for our facilities to replace those who have not yet returned or are not able to return.

A visit to our website at www.palmercentre.org.uk will quickly give a flavour of the regular weekly activities organised or hosted by The Palmer Centre, including our own Monday and Friday Clubs, small professionally run groups to help elderly people, people with dementia, their carers, relatives and friends.

There are limits to how far we can adjust to operating in changed and changing circumstances without working with other organisations or seeking help from various sources. We are fortunate to have received generous and welcome support this year from Chepstow Town Council, Community Foundation Wales, Gwent Association of Voluntary Organisations (GAVO), Monmouthshire County Council and Wales Council for Voluntary Action (WCVA). We have also benefited from the generosity of the Monmouthshire and UK Freemasons who have enabled us to improve the chairs and tables in the main hall. We will be looking to build on all this support and to strengthen our links and partnerships with others.

In conclusion I can report a fundamental optimism about The Palmer Centre, above all because of the loyalty of our customers and users and the hard work, unwavering support, commitment and energy of our staff, volunteers and trustees.

Peter Farley

Chair

Small company provisions

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Approved by the Board and signed on its behalf by:

.....

Mr P S Farley
Trustee

Date:.....

.....

Mr M Le Peltier
Trustee

Date:.....

Independent Examiner's Report to the Trustees of The Palmer Centre

I report on the accounts of the company for the year ended 30 June 2021, which are set out on pages 4 to 14.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act ;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act ; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities
- have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....
bdhc Chartered Accountants

Date:.....

11 Moor Street
Chepstow
Monmouthshire
NP16 5DD

The Palmer Centre
Statement of Financial Activities (including Income and Expenditure Account) for
the Year Ended 30 June 2021

		Unrestricte d Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
	Note	£	£	£	£
Incoming resources					
Incoming resources from generated funds					
Voluntary income	2	24,859	43,250	68,109	9,012
Incoming resources from charitable activities	4	19,595	-	19,595	46,752
Other incoming resources	5	-	-	-	15,717
Total incoming resources		<u>44,454</u>	<u>43,250</u>	<u>87,704</u>	<u>71,481</u>
Resources expended					
Costs of generating funds					
Costs of generating voluntary income	6	-	-	-	8,912
Charitable activities	6	32,185	17,092	49,277	60,890
Governance costs	6	2,322	-	2,322	2,300
Total resources expended		<u>34,507</u>	<u>17,092</u>	<u>51,599</u>	<u>72,102</u>
Net movements in funds		9,947	26,158	36,105	(621)
Reconciliation of funds					
Total funds brought forward		<u>18,946</u>	-	<u>18,946</u>	<u>19,567</u>
Total funds carried forward		<u>28,893</u>	<u>26,158</u>	<u>55,051</u>	<u>18,946</u>

All incoming resources and resources expended derive from continuing activities.

The notes on pages 7 to 14 form an integral part of these financial statements.

The Palmer Centre (Registration number: CE017890)

Balance Sheet as at 30 June 2021

		2021		2020	
	Note	£	£	£	£
Fixed assets					
Tangible assets	11		9,969		4,963
Current assets					
Stocks and work in progress	12	400		226	
Debtors	13	4,177		1,876	
Cash at bank and in hand		50,831		14,143	
		<u>55,408</u>		<u>16,245</u>	
Creditors: Amounts falling due within one year	14	<u>(2,263)</u>		<u>(2,262)</u>	
Net current assets			<u>53,145</u>		<u>13,983</u>
Total assets less current liabilities			63,114		18,946
Creditors: Amounts falling due after more than one year	15		<u>(8,063)</u>		<u>-</u>
Net assets			<u><u>55,051</u></u>		<u><u>18,946</u></u>
The funds of the charity:					
Restricted funds			26,158		-
Unrestricted funds					
Unrestricted income funds			<u>28,893</u>		<u>18,946</u>
Total charity funds			<u><u>55,051</u></u>		<u><u>18,946</u></u>

The notes on pages 7 to 14 form an integral part of these financial statements.

The Palmer Centre (Registration number: CE017890)

Balance Sheet as at 30 June 2021

..... *continued*

For the financial year ended 30 June 2021, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the Board on and signed on its behalf by:

.....

Mr P S Farley
Trustee

.....

Mr M Le Peltier
Trustee

The notes on pages 7 to 14 form an integral part of these financial statements.

The Palmer Centre
Notes to the Financial Statements for the Year Ended 30 June 2021

I Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities (SORP 2005)', issued in March 2005, applicable accounting standards and the Companies Act 2006.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Further details of each fund are disclosed in note 18.

Incoming resources

Voluntary income including donations and grants that provide core funding or are of a general nature is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds are the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

continued

The Palmer Centre
Notes to the Financial Statements for the Year Ended 30 June 2021

..... continued

4 Incoming resources from charitable activities

	Unrestricte d Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Charitable activity I				
Sale of refreshments	11,262	-	11,262	34,406
Other income	1,781	-	1,781	-
Room hire	6,552	-	6,552	12,346
	<u>19,595</u>	<u>-</u>	<u>19,595</u>	<u>46,752</u>

5 Other incoming resources

	Unrestricte d Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Other income				
Other income	<u>-</u>	<u>-</u>	<u>-</u>	<u>15,717</u>

The Palmer Centre
Notes to the Financial Statements for the Year Ended 30 June 2021

..... continued

6 Total resources expended

	Charitable activity I	Governance	Total
	£	£	£
Direct costs			
Cost of goods sold	2,848	-	2,848
Employment costs	34,579	-	34,579
Establishment costs	6,535	-	6,535
Repairs and maintenance	590	-	590
Office expenses	(301)	-	(301)
Printing, posting and stationery	235	-	235
Equipment hire	1,382	-	1,382
Sundry and other costs	260	-	260
Advertising and promotion	117	-	117
Accountancy fees	-	2,322	2,322
Legal and professional costs	3,032	-	3,032
	<u>49,277</u>	<u>2,322</u>	<u>51,599</u>

7 Trustees' remuneration and expenses

No trustees received any remuneration during the year.

8 Net income/(expenditure)

Net income/(expenditure) is stated after charging:

	2021 £	2020 £
Hire of plant and machinery - operating leases	1,382	2,060
Hire of other assets - operating leases	<u>-</u>	<u>10</u>

The Palmer Centre
Notes to the Financial Statements for the Year Ended 30 June 2021

..... *continued*

9 Employees' remuneration

The aggregate payroll costs of these persons were as follows:

	2021	2020
	£	£
Wages and salaries	<u>34,579</u>	<u>38,948</u>

No employee received emoluments of more than £60,000 during the year (2020 - No. 0).

10 Taxation

The company is a registered charity and is, therefore, exempt from taxation.

The Palmer Centre
Notes to the Financial Statements for the Year Ended 30 June 2021

..... continued

11 Tangible fixed assets

	Plant and machinery including motor vehicles £	Fixtures, fittings and equipment £	Total £
Cost			
As at 1 July 2020	302	12,621	12,923
Additions	-	5,006	5,006
As at 30 June 2021	<u>302</u>	<u>17,627</u>	<u>17,929</u>
Depreciation			
As at 1 July 2020 and 30 June 2021	<u>302</u>	<u>7,658</u>	<u>7,960</u>
Net book value			
As at 30 June 2021	<u>-</u>	<u>9,969</u>	<u>9,969</u>
As at 30 June 2020	<u>-</u>	<u>4,963</u>	<u>4,963</u>

12 Stocks and work in progress

	2021 £	2020 £
Stocks	<u>400</u>	<u>226</u>

13 Debtors

	2021 £	2020 £
Trade debtors	3,697	1,876
Prepayments and accrued income	<u>480</u>	<u>-</u>
	<u>4,177</u>	<u>1,876</u>

The Palmer Centre
Notes to the Financial Statements for the Year Ended 30 June 2021

..... *continued*

14 Creditors: Amounts falling due within one year

	2021	2020
	£	£
Trade creditors	1,318	1,317
Accruals and deferred income	945	945
	<u>2,263</u>	<u>2,262</u>

15 Creditors: Amounts falling due after more than one year

	2021	2020
	£	£
Other creditors	<u>8,063</u>	<u>-</u>

16 Members' liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The Palmer Centre
Notes to the Financial Statements for the Year Ended 30 June 2021

..... continued

17 Related parties

Controlling entity

The charity is controlled by the trustees who are all directors of the company.

18 Analysis of funds

	At 1 July 2020	Incoming resources	Resources expended	At 30 June 2021
	£	£	£	£
General Funds				
Unrestricted income fund	18,946	44,454	(34,507)	28,893
Restricted Funds				
Restricted income fund	-	43,250	(17,092)	26,158
	<u>18,946</u>	<u>87,704</u>	<u>(51,599)</u>	<u>55,051</u>

19 Net assets by fund

	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
Tangible assets	9,969	-	9,969	4,963
Current assets	41,833	34,221	55,408	16,245
Creditors: Amounts falling due within one year	(22,909)	-	(2,263)	(2,262)
Creditors: Amounts falling due after more than one year	-	(8,063)	(8,063)	-
Net assets	<u>28,893</u>	<u>26,158</u>	<u>55,051</u>	<u>18,946</u>

The Palmer Centre
Statement of financial activities by fund Year Ended 30 June 2021

	Unrestricte d income fund 2021	Unrestricte d income fund 2020
	£	£
Incoming resources		
Incoming resources from generated funds		
Voluntary income	24,859	100
Incoming resources from charitable activities	19,595	46,752
Other incoming resources	-	15,717
Total incoming resources	<u>44,454</u>	<u>62,569</u>
Resources expended		
Charitable activities	32,185	60,890
Governance costs	2,322	2,300
Total resources expended	<u>34,507</u>	<u>63,190</u>
Net movements in funds	9,947	(621)
Reconciliation of funds		
Total funds brought forward	<u>18,946</u>	<u>19,567</u>
Total funds carried forward	<u><u>28,893</u></u>	<u><u>18,946</u></u>

This page does not form part of the statutory financial statements.

The Palmer Centre
Statement of financial activities by fund Year Ended 30 June 2021

..... continued

	Integrated Care Fund 2021	Integrated Care Fund 2020
	£	£
Incoming resources		
Incoming resources from generated funds		
Voluntary income	-	8,912
Total incoming resources	-	8,912
Resources expended		
Costs of generating funds		
Costs of generating voluntary income	-	8,912
Total resources expended	-	8,912
Net movements in funds	-	-
Reconciliation of funds		
Total funds brought forward	-	-
Total funds carried forward	-	-

This page does not form part of the statutory financial statements.

The Palmer Centre
Statement of financial activities by fund Year Ended 30 June 2021

..... continued

	Restricted income fund 2021 £	Restricted income fund 2020 £
Incoming resources		
Incoming resources from generated funds		
Voluntary income	43,250	-
Total incoming resources	43,250	-
Resources expended		
Charitable activities	17,092	-
Total resources expended	17,092	-
Reconciliation of funds		
Total funds carried forward	26,158	-

This page does not form part of the statutory financial statements.