



# Trustees' Annual Report for the period

	Period start date			Period end date			
<b>From</b>	Day 01	Month April	Year 2020	<b>To</b>	Day 31	Month March	Year 2021

## Section A Reference and administration details

**Charity name** Elizabeth House Cookham

**Other names charity is known by**

**Registered charity number (if any)** 1188342

**Charity's principal address**

Station Hill
Cookham
Maidenhead, Berks
<b>Postcode</b> SL6 9BS

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mike Clark			
2	Jill Cruse			
3	Suzanne Shellabear			
4	Chris Harris	Chair		
5	Bill Bennett			
6	Jenny Elton	Secretary		
7	Martin Sheehy	Treasurer		
8	Sarah Renton		Appointed January 2021	
9				
10				

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

Type of adviser	Name	Address

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

President: Lady Aurelia Young

## Description of the charity's trusts

Type of governing document (e.g., trust deed, constitution)	The charity's governing document is that of a CIO Association Constitution, dated 4 March 2020.
How the charity is constituted (e.g., trust, association, company)	The charity is a Charitable Incorporated Organisation.
Trustee selection methods (e.g., appointed by, elected by)	<p>Trustee selection</p> <p>The charity recruits trustees as necessary, usually when a skills gap arises or is identified.</p> <p>A potential candidate is selected by using a network of contacts. The role is discussed with the candidate who would then meet with other trustees and observe a trustees' meeting before the position would be formally offered or confirmed.</p>

## Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

<p>The Charitable Incorporated Organisation was registered with the Charity Commission on 4 March 2020, charity number 1188342.</p> <p>On 1 April 2020 it took over all the activities, obligations, assets and liabilities of Elizabeth House Cookham, charity number 277473.</p> <p>Induction and training of new trustees</p> <p>When a trustee is appointed, they are required to read 'The Essential Trustee', guidance published by the Charity Commission. If they have any questions, they are encouraged to ask the Chair or other trustees.</p> <p>Consideration of major risks</p> <p>The trustees have examined the major strategic, business and operational risks which the charity faces. The most significant risk is associated with the charity's care of its members and other stakeholders. The charity takes every step to ensure that it provides a safe and legal environment for its members, visitors, volunteers and staff.</p> <p>The trustees have reviewed the implications of the Coronavirus pandemic and their current view is that there is no impact on the going concern of the charity due to the level of normal expenditure and minimal committed costs compared to unrestricted funds.</p> <p>The trustees are content that other systems are in place to mitigate general business and operational risk. The trustees do not believe that there are any other areas of significant risk.</p>
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**Summary of the objects of the charity set out in its governing document**

To promote the welfare of the aged in any manner which is now is or hereafter may be deemed by law to be charitable within the county of Berkshire and in particular, to cater for those over 60 mainly living in Cookham and district, that is particularly the lonely, the frail and the elderly and to provide space for their needs and companionship.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

In setting our objectives and planning our activities, we have given careful consideration to the Charity Commission's guidance on public benefit.

Elizabeth House provides its members with companionship as well as access to a wide range of facilities, together with the aim of promoting wider community involvement and integration.

The charity achieves this by providing the best possible care and support to its members and by making full use of its facilities and the passion of its staff and volunteers.

## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

Elizabeth House Day Centre could not operate without the dedication and input of volunteers who give their time and skills to the members and staff.

The volunteers have a number of roles including driving members to and from the Centre; preparing and serving lunches and hot drinks; helping the members to have an enjoyable and stimulating time while at the Centre.

**Summary of the main achievements of the charity during the year**

Due to the Coronavirus pandemic, the Day Centre was closed for a proportion of the year. Despite this, Elizabeth House has maintained a high level of membership of around 200 senior citizens.

The pandemic did not allow all the usual in-house activities to take place. It is anticipated that these activities will restart as the rules regarding social contact are relaxed over time.

Throughout the year we were very proactive in the community making regular telephone contact with our members, often several times a week.

The restrictions imposed due to Coronavirus meant that Elizabeth House adopting a different working model. The first lockdown started just before this reporting period, so by April 1<sup>st</sup> the Trustees had offered both the building and the manager's time for a local community volunteer initiative - Cookham SOS - helping to coordinate shopping and pharmacy requests for the shielding and/or vulnerable, elderly members of Cookham, which included all the members of Elizabeth House and some of our volunteers.

In addition to those services and the coordination of some 250 volunteers, our members and volunteers were called once a week to have a chat. Those who we knew to have family were contacted less frequently but we made sure that everyone had a call if they wanted one. Members in Maidenhead were put in touch with other volunteer organisations.

The chiropodist has been able to continue operating for those who needed footcare as a medical treatment.

The Day Centre was able to open under the support guidelines after EVERY lockdown because we were covid- compliant. All our entertainers/activity contacts were asked to confirm when they felt able to return and 90% said they felt safe to return as they were confident that we were covid-secure, and several returned after the first lockdown when we reopened on 7<sup>th</sup> September 2020, and again after each subsequent lockdown, including some new individuals.



## Section E

## Financial review

### Brief statement of the charity's policy on reserves

It is the policy of Elizabeth House to maintain unrestricted funds which are the free reserves held by the charity at a level sufficient to meet the annual running costs. The trustees are committed to review this policy annually to ensure there are sufficient free reserves to provide financial flexibility over the coming years.

### Details of any funds materially in deficit

None

### Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

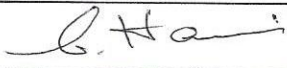
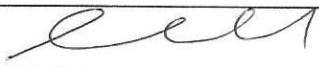
## Other optional information

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature		
Full name	Christopher Harris	Martin Sheehy FCA
Position	Chair	Treasurer
Date	10/8/21	15/8/21

## **Independent Examiner's Report to the Trustees of Elizabeth House Cookham**

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 March 2021.

### **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 charity'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. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts did not accord with those records; or
3. the accounts did not comply with the applicable requirements concerning the form and content of 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.

M. R. Salvage  
M R Salvage  
FCA

For & on behalf of  
Egham Cent Financial Planners Ltd

Date: 10 August 2021

Elizabeth House Cookham		Charity No	1188342
Annual accounts for the period			
Period start date	01/04/2020	To	Period end date 31/03/2021

## Section A Statement of financial activities

### Recommended categories by activity

#### Incoming resources (Note 3)

##### Income and endowments from:

Donations and legacies

Charitable activities

Other trading activities

Investments

Separate material item of income

Other

#### Total

#### Resources expended (Note 4)

##### Expenditure on:

Raising funds

Charitable activities

Separate material item of expense

Other

#### Total

#### Net income/(expenditure) before investment gains/(losses)

Net gains/(losses) on investments

#### Net income/(expenditure)

#### Other recognised gains/(losses):

Gains and losses on revaluation of fixed assets for the charity's own use

Other gains/(losses)

#### Net movement in funds

#### Reconciliation of funds:

Total funds brought forward

#### Total funds carried forward

Guidance Notes

	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total funds £ F04	Prior year funds £ F05
S01	40,957	-	-	40,957	73,497
S02	8,309	-	-	8,309	30,524
S03	9	-	-	9	21,147
S04	56	-	-	56	93
S05	-	-	-	-	-
S06	-	-	-	-	-
S07	49,331	-	-	49,331	125,261
S08	-	-	-	-	5,019
S09	80,461	-	-	80,461	106,074
S10	-	-	-	-	-
S11	-	-	-	-	-
S12	80,461	-	-	80,461	111,093
S13	- 31,130	-	-	- 31,130	14,168
S14	1,770	-	-	1,770	- 375
S15	- 29,360	-	-	- 29,360	13,793
S18	-	-	-	-	-
S19	-	-	-	-	-
S20	- 29,360	-	-	- 29,360	13,793
S21	364,264	-	-	364,264	350,471
S22	334,904	-	-	334,904	364,264



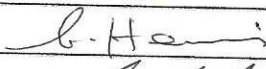
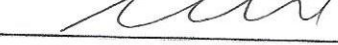
# Section B

## Balance sheet

Guidance Notes

			Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
<b>Fixed assets</b>							
Tangible assets	(Note 7)	B02	198,333	-	-	198,333	214,183
	<i>Total fixed assets</i>	B05	198,333	-	-	198,333	214,183
<b>Current assets</b>							
Stocks	(Note 8)	B06	500	-	-	500	500
Debtors	(Note 9)	B07	1,161	-	-	1,161	2,208
Investments	(Note 10)	B08	83,149	-	-	83,149	6,379
Cash at bank and in hand		B09	51,861	-	-	51,861	140,994
	<i>Total current assets</i>	B10	136,671	-	-	136,671	150,081
<b>Creditors: amounts falling due within one year</b>	(Note 11)	B11	100	-	-	100	-
	<i>Net current assets/(liabilities)</i>	B12	136,571	-	-	136,571	150,081
	<i>Total assets less current liabilities</i>	B13	334,904	-	-	334,904	364,264
<b>Creditors: amounts falling due after one year</b>		B14	-	-	-	-	-
<b>Provisions for liabilities</b>		B15	-	-	-	-	-
	<i>Total net assets or liabilities</i>	B16	334,904	-	-	334,904	364,264
<b>Funds of the Charity</b>							
Unrestricted funds		B19	334,904	-	-	334,904	364,264
	<i>Total funds</i>	B21	334,904	-	-	334,904	364,264

Signed by two trustees on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	Christopher Harris (Chair)	10/08/2021
	Martin Sheehy FCA	15/08/21

## Note 1 Basis of preparation

*This section should be completed by all charities.*

## 1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- and with ☐ the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014
- and with ☐ the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

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

☐

## 1.2 Going concern

*If there are material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern, please provide the following details or state "Not applicable", if appropriate:*

An explanation as to those factors that support the conclusion that the charity is a going concern;

*The accounts have been prepared on a going concern basis and the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected income and expenditure for the next 12 months.*

Disclosure of any uncertainties that make the going concern assumption doubtful;

*Not applicable*

Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern.

*Not applicable*



## Note 2

## Accounting policies

## 2.1 INCOME

This standard list of accounting policies has been applied by the charity except for those ticked "No" or "N/a". Where a different or additional policy has been adopted then this is detailed in the box below.

<b>Recognition of income</b>	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> <li>the charity becomes entitled to the resources;</li> <li>it is more likely than not that the trustees will receive the resources; and</li> <li>the monetary value can be measured with sufficient reliability.</li> </ul>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Offsetting</b>	There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Grants and donations</b>	Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Legacies</b>	In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP). Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Government grants</b>	The charity has received government grants in the reporting period	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Tax reliefs on donations and gifts</b>	Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Contractual income and performance related grants</b>	This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Support costs</b>	The charity has incurred expenditure on support costs.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Volunteer help</b>	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Income from interest, royalties and dividends</b>	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Income from membership subscriptions</b>	Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies. Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Investment gains and losses</b>	This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>2.2 EXPENDITURE AND LIABILITIES</b>		
<b>Liability recognition</b>	Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Governance and support costs</b>	Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Grants with performance conditions</b>	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Grants payable without performance conditions</b>	Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Redundancy cost</b>	The charity made no redundancy payments during the reporting period.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Deferred income</b>	No material item of deferred income has been included in the accounts.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Creditors</b>	The charity has creditors which are measured at settlement amounts less any trade discounts	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Provisions for liabilities</b>	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Basic financial instruments</b>	The charity accounts for basic financial instruments on initial recognition as per paragraph 11.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>2.3 ASSETS</b>		
<b>Tangible fixed assets for use by charity</b>	These are capitalised if they can be used for more than one year, and cost at least £250. They are valued at cost.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Investments</b>	The depreciation rates and methods used are disclosed in note 9.2. Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Stocks and work in progress</b>	Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value. Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock. Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Debtors</b>	Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>
<b>Current asset investments</b>	The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due. They are valued at fair value except where they qualify as basic financial instruments.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a <input type="checkbox"/>



## Note 3

## Analysis of income

		Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
Analysis						
<b>Donations and legacies:</b>	Donations and gifts	36,286	-	-	36,286	69,497
	Gift Aid	171	-	-	171	-
	Legacies	-	-	-	-	-
	General grants provided by government/other charities	4,500	-	-	4,500	4,000
	Membership subscriptions and sponsorships which are in substance donations	-	-	-	-	-
	Donated goods, facilities and services	-	-	-	-	-
	Other	-	-	-	-	-
<b>Total</b>		<b>40,957</b>	<b>-</b>	<b>-</b>	<b>40,957</b>	<b>73,497</b>
<b>Charitable activities:</b>	Membership Subscriptions	3,930	-	-	3,930	4,786
	Lunches	3,517	-	-	3,517	20,635
	Rent	784	-	-	784	5,103
	Sundry Income	78	-	-	78	-
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
<b>Total</b>		<b>8,309</b>	<b>-</b>	<b>-</b>	<b>8,309</b>	<b>30,524</b>
<b>Other trading activities:</b>	Fundraising	9	-	-	9	15,591
	Theatre	-	-	-	-	4,926
	Activities	-	-	-	-	372
	Art Commission	-	-	-	-	258
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
<b>Total</b>		<b>9</b>	<b>-</b>	<b>-</b>	<b>9</b>	<b>21,147</b>
<b>Income from investments:</b>	Interest income	56	-	-	56	93
	Dividend income	-	-	-	-	-
	Rental and leasing income	-	-	-	-	-
	Other	-	-	-	-	-
<b>Total</b>		<b>56</b>	<b>-</b>	<b>-</b>	<b>56</b>	<b>93</b>
<b>TOTAL INCOME</b>		<b>49,331</b>	<b>-</b>	<b>-</b>	<b>49,331</b>	<b>125,261</b>

## Note 4

## Analysis of expenditure

Analysis	This year				Last year			
	Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Unrestricted funds	Restricted income funds	Endowment funds	Total funds £
<b>Expenditure on raising funds:</b>								
Incurred seeking donations	-	-	-	-	-	-	-	-
Incurred seeking legacies	-	-	-	-	-	-	-	-
Incurred seeking grants	-	-	-	-	-	-	-	-
Operating membership schemes and social lotteries	-	-	-	-	-	-	-	-
Staging fundraising events	-	-	-	-	5,019	-	-	5,019
Fundraising agents	-	-	-	-	-	-	-	-
Advertising, marketing, direct mail and publicity	-	-	-	-	-	-	-	-
Start up costs incurred in generating new source of future income	-	-	-	-	-	-	-	-
Database development costs	-	-	-	-	-	-	-	-
Other trading activities	-	-	-	-	-	-	-	-
Investment management costs:	-	-	-	-	-	-	-	-
Portfolio management costs	-	-	-	-	-	-	-	-
Cost of obtaining investment advice	-	-	-	-	-	-	-	-
Investment administration costs	-	-	-	-	-	-	-	-
Rent collection, property repairs and maintenance charges	-	-	-	-	-	-	-	-
	-	-	-	-	5,019	-	-	5,019
<b>Total expenditure on raising funds</b>								
<b>Expenditure on charitable activities:</b>								
	-	-	-	-	-	-	-	-
Employment	42,698	-	-	42,698	48,541	-	-	48,541
Catering	839	-	-	839	5,759	-	-	5,759
Newspapers	25	-	-	25	425	-	-	425
Insurance	1,610	-	-	1,610	1,654	-	-	1,654
Maintenance	7,067	-	-	7,067	6,242	-	-	6,242
Cleaning	967	-	-	967	2,587	-	-	2,587
Telephone	1,103	-	-	1,103	1,450	-	-	1,450
IT Services	1,266	-	-	1,266	1,652	-	-	1,652
Waste Disposal	802	-	-	802	1,146	-	-	1,146
Gas & Electricity	3,003	-	-	3,003	3,412	-	-	3,412
Courses & Training	318	-	-	318	685	-	-	685
Activities	1,222	-	-	1,222	6,024	-	-	6,024
Theatre	-	-	-	-	3,786	-	-	3,786
Stationery	1,008	-	-	1,008	652	-	-	652
Licences	157	-	-	157	275	-	-	275
Bank Charges	69	-	-	69	-	-	-	-
PPE	867	-	-	867	-	-	-	-
Furniture Storage	912	-	-	912	-	-	-	-
Sundry	678	-	-	678	1,644	-	-	1,644
Leasehold Premises Amortisation	980	-	-	980	980	-	-	980
Extension Amortisation	2,000	-	-	2,000	2,000	-	-	2,000
Furniture and Equipment Depreciation	10,119	-	-	10,119	13,493	-	-	13,493
Lift Depreciation	2,751	-	-	2,751	3,669	-	-	3,669
	-	-	-	-	-	-	-	-
<b>Total expenditure on charitable activities</b>	80,461	-	-	80,461	106,074	-	-	106,074
<b>TOTAL EXPENDITURE</b>	80,461	-	-	80,461	111,093	-	-	111,093

**Note 5**                    **Details of certain items of expenditure**

**5.1 Fees for examination of the accounts**

*Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner. If nothing was paid please enter '0' in the appropriate box(es).*

**Independent examiner’s fees**

**Assurance services other than audit or independent examination**

**Tax advisory fees**

**Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner**

This year £	Last year £
100	-
-	-
-	-
-	-



**Section C**
**Notes to the accounts**
**(cont)**
**Note 6 Paid employees**

*Please complete this note if the charity has any employees.*

**6.1 Staff Costs**
**Salaries and wages**
**Social security costs**
**Pension costs (defined contribution scheme)**
**Other employee benefits**
**Total staff costs**

This year £	Last year £
39,158	44,791
2,827	3,000
713	750
-	-
42,698	48,541

**This year:**

*Please give details of the number of employees whose total employee benefits (excluding employer pension costs) fell within each band of £10,000 from £60,000 upwards. If there are no such transactions, please enter 'true' in the box provided.*

**No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000**

TRUE

**6.2 Average head count in the year**

**The parts of the charity in which the employees work**

	This year Number	Last year Number
Fundraising	-	-
Charitable Activities	4	4
Governance	-	-
Other	-	-
<b>Total</b>	<b>4</b>	<b>4</b>

**Note 7 Tangible fixed assets***Please complete this note if the charity has any tangible fixed assets***7.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Total
	£	£	£	£	£
At the beginning of the year	-	216,177	26,090	118,756	361,023
Additions	-	-	-	-	-
Revaluations	-	-	-	-	-
Disposals	-	-	-	-	-
At end of the year	-	216,177	26,090	118,756	361,023

**7.2 Depreciation and impairments**

<b>**Basis</b>	SL or RB (Straight Line or Reducing Balance)	SL or RB	SL or RB	SL or RB	SL or RB
<b>** Rate</b>					

At beginning of the year	-	53,478	15,083	78,278	146,839
Disposals	-	-	-	-	-
Depreciation	-	2,980	2,751	10,120	15,851
Impairment	-	-	-	-	-
At end of the year	-	56,458	17,834	88,398	162,690

**7.3 Net book value**

Net book value at the beginning of the year	-	162,699	11,007	40,478	214,184
Net book value at the end of the year	-	159,719	8,256	30,358	198,333

**Section C****Notes to the accounts****Note 8****Stocks**

*Please complete this note if the charity holds any stock items*

**8.1 Please state the carrying amount of stock and work in progress analysed between activities.**

**Charitable activities:***Opening**Added in period**Expensed in period**Closing***Total this year****Total previous year**

Stock	
For distribution	For resale
£	£
-	500
-	-
-	-
-	500
-	500
-	500



**Note 9 Debtors and prepayments**

*Please complete this note if the charity has any debtors or prepayments.*

**9.1 Analysis of debtors****Trade debtors****Prepayments and accrued income****Other debtors****Total**

This year	Last year
£	£
1,161	2,208
-	-
1,161	2,208

**Note 10 Investment assets**

*Please complete this note if the charity has any investment assets.*

**10.1** Please provide a breakdown of current asset investments, if applicable, agreeing with

**Analysis of current asset**

	This year	Last year
	£	£
Cash or cash equivalents	-	-
Listed investments	83,149	6,379
Investment properties	-	-
Social investments	-	-
Other investments	-	-
<b>Total</b>	-	-

**Note 11 Creditors and accruals**

*Please complete this note if the charity has any creditors or accruals.*

**11.1 Analysis of creditors**

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Accruals for grants payable	-	-	-	-
Bank loans and overdrafts	-	-	-	-
Trade creditors	-	-	-	-
Payments received on account for contracts or performance-related grants	-	-	-	-
Accruals and deferred income	100	-	-	-
Taxation and social security	-	-	-	-
Other creditors	-	-	-	-
<b>Total</b>	<b>100</b>	<b>-</b>	<b>-</b>	<b>-</b>

**20.2 Deferred income**

*Please complete this note if the charity has deferred income.*

*Please explain the reasons why income is deferred.*

This year	Last year

**Movement in deferred income account**

Balance at the start of the reporting period  
 Amounts added in current period  
 Amounts released to income from previous periods  
 Balance at the end of the reporting period

This year £	Last year £
-	-
-	-
-	-
-	-