

Elizabeth House Cookham		Charity No	1188342
Annual accounts for the period			
Period start date	01/04/2022	To	Period end date 31/03/2023

Section A Statement of financial activities

Recommended categories by activity	Guidance Notes	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
		£	£	£	£	£
		F01	F02	F03	F04	F05
Incoming resources (Note 3)						
Income and endowments from:						
Donations and legacies	S01	47,318	-	-	47,318	119,515
Charitable activities	S02	44,836	-	-	44,836	32,686
Other trading activities	S03	1,701	-	-	1,701	3,895
Investments	S04	787	-	-	787	15
Other income - furlough grant	S05	-	-	-	-	3,140
Other	S06	-	-	-	-	-
Total	S07	94,642	-	-	94,642	159,251
Resources expended (Note 4)						
Expenditure on:						
Raising funds	S08	234	-	-	234	217
Charitable activities	S09	101,649	-	-	101,649	97,587
Separate material item of expense	S10	-	-	-	-	-
Other	S11	-	-	-	-	-
Total	S12	101,883	-	-	101,883	97,804
Net income/(expenditure) before investment gains/(losses)	S13	- 7,241	-	-	- 7,241	61,447
Net gains/(losses) on investments	S14	- 5,978	-	-	- 5,978	- 2,497
Net income/(expenditure)	S15	- 13,219	-	-	- 13,219	58,950
Other recognised gains/(losses):						
Gains and losses on revaluation of fixed assets for the charity's own use	S18	-	-	-	-	-
Other gains/(losses)	S19	-	-	-	-	-
Net movement in funds	S20	- 13,219	-	-	- 13,219	58,950
Total funds brought forward	S21	393,854	-	-	393,854	334,904
Total funds carried forward	S22	380,635	-	-	380,635	393,854

Section B

Balance sheet

Fixed assets

Tangible assets

(Note 6)

Total fixed assets

Current assets

Stocks

(Note 7)

Debtors

(Note 8)

Investments

(Note 9)

Cash at bank and in hand

Total current assets

Creditors: amounts falling due within one year

(Note 10)

Net current assets/(liabilities)

Total assets less current liabilities

Creditors: amounts falling due after one year

Provisions for liabilities

Total net assets or liabilities

Funds of the Charity

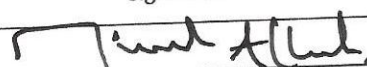

Unrestricted funds

Total funds

Guidance Notes

	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
B02	185,925	-	-	185,925	186,673
B05	185,925	-	-	185,925	186,673
B06	500	-	-	500	500
B07	2,111	-	-	2,111	1,276
B08	74,673	-	-	74,673	80,652
B09	118,457	-	-	118,457	128,721
B10	195,741	-	-	195,741	211,149
B11	1,031	-	-	1,031	3,968
B12	194,710	-	-	194,710	207,181
B13	380,635	-	-	380,635	393,854
B14	-	-	-	-	-
B15	-	-	-	-	-
B16	380,635	-	-	380,635	393,854
B19	380,635	-	-	380,635	393,854
B21	380,635	-	-	380,635	393,854

Signed by two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Michael Clark	05/06/2023
	Martin Sheehy FCA FCCA DChA	05/06/2023

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.

Recognition of income	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> the charity becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability. 	Yes	No	N/a
Offsetting	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	No	N/a
Grants and donations	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	No	N/a
Legacies	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	No	N/a
Government grants	The charity has received government grants in the reporting period	Yes	No	N/a
Tax reclaim on donations and gifts	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	No	N/a
Support costs	The charity has incurred expenditure on support costs.	Yes	No	N/a
Volunteer help	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.	Yes	No	N/a
Income from interest, royalties and dividends	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.	Yes	No	N/a
Income from membership subscriptions	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	No	N/a
Investment gains and losses	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	No	N/a

2.2 EXPENDITURE AND LIABILITIES

Liability recognition	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	No	N/a
Governance and support costs	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	No	N/a
Redundancy cost	The charity made no redundancy payments during the reporting period.	Yes	No	N/a
Deferred income	No material item of deferred income has been included in the accounts.	Yes	No	N/a
Creditors	The charity has creditors which are measured at settlement amounts less any trade discounts	Yes	No	N/a
Provisions for liabilities	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	No	N/a
Basic financial instruments	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	No	N/a

2.3 ASSETS

Tangible fixed assets for use by charity	These are capitalised if they can be used for more than one year, and cost at least £250. They are valued at cost. The depreciation rates and methods used are: Leasehold land & buildings - over the period of the lease Plant & machinery; fixtures & fittings - straight line over 8 or 5 years (previously reducing balance)	Yes	No	N/a
Stocks and work in progress	Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.	Yes	No	N/a
Debtors	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	No	N/a
Current asset investments	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	No	N/a

Note 3

Analysis of income

		Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
Analysis						
Donations and legacies:	Donations and gifts	20,592	-	-	20,592	17,035
	Gift Aid	2,506	-	-	2,506	4,550
	Legacies	8,000	-	-	8,000	71,000
	General grants provided by government/other charities	16,220	-	-	16,220	26,930
	Other	-	-	-	-	-
	Total	47,318	-	-	47,318	119,515
Charitable activities:	Membership Subscriptions	4,511	-	-	4,511	4,755
	Lunches	29,567	-	-	29,567	21,110
	Rent	10,452	-	-	10,452	3,907
	Activities	304	-	-	304	-
	Sundry Income	2	-	-	2	745
	Theatre	-	-	-	-	2,028
	Art Commission	-	-	-	-	142
	Other	-	-	-	-	-
	Total	44,836	-	-	44,836	32,687
Other trading activities:	Fundraising	1,701	-	-	1,701	3,895
	Theatre	-	-	-	-	-
	Activities	-	-	-	-	-
	Other	-	-	-	-	-
	Total	1,701	-	-	1,701	3,895
Income from investments:	Interest income	787	-	-	787	15
	Dividend income	-	-	-	-	-
	Rental and leasing income	-	-	-	-	-
	Other	-	-	-	-	-
	Total	787	-	-	787	15
Other:	Furlough grant	-	-	-	-	3,140
	Other	-	-	-	-	-
	Total	-	-	-	-	3,140
TOTAL INCOME		94,642	-	-	94,642	159,252

Section C	Notes to the accounts	(cont)
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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
Expenditure on raising funds:	£				£			
	-	-	-	-	-	-	-	-
Staging fundraising events	234	-	-	234	217	-	-	217
	-	-	-	-	-	-	-	-
Total expenditure on raising funds	234	-	-	234	217	-	-	217
Expenditure on charitable activities:								
	-	-	-	-	-	-	-	-
Employment	56,583	-	-	56,583	52,840	-	-	52,840
Catering	7,904	-	-	7,904	4,163	-	-	4,163
Contract catering	1,060	-	-	1,060	-	-	-	-
Insurance	1,502	-	-	1,502	1,488	-	-	1,488
Maintenance	4,632	-	-	4,632	3,131	-	-	3,131
Cleaning	2,100	-	-	2,100	1,516	-	-	1,516
Telephone	1,638	-	-	1,638	1,372	-	-	1,372
IT Services	2,054	-	-	2,054	1,040	-	-	1,040
Waste Disposal	971	-	-	971	1,380	-	-	1,380
Gas & Electricity	4,633	-	-	4,633	3,270	-	-	3,270
Courses & Training	1,143	-	-	1,143	566	-	-	566
Activities	5,464	-	-	5,464	4,936	-	-	4,936
Theatre	-	-	-	-	3,932	-	-	3,932
Stationery	1,131	-	-	1,131	1,288	-	-	1,288
Licences	159	-	-	159	159	-	-	159
Professional Fees	7,240	-	-	7,240	1,523	-	-	1,523
Bank Charges	90	-	-	90	111	-	-	111
PPE	-	-	-	-	119	-	-	119
Furniture Storage	-	-	-	-	483	-	-	483
Sundry	934	-	-	934	1,312	-	-	1,312
Leasehold Premises Amortisation	980	-	-	980	980	-	-	980
Extension Amorisation	2,000	-	-	2,000	2,000	-	-	2,000
Furniture and Equipment Depreciation	331	-	-	331	7,914	-	-	7,914
Lift Depreciation	238	-	-	238	2,064	-	-	2,064
	-	-	-	-	-	-	-	-
Total expenditure on charitable activities	101,649	-	-	101,649	97,587	-	-	97,587
TOTAL EXPENDITURE	101,883	-	-	101,883	97,804	-	-	97,804

Section C	Notes to the accounts	(cont)
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Note 5 Paid employees

Please complete this note if the charity has any employees.

5.1 Staff Costs

Salaries and wages

Social security costs

Pension costs (defined contribution scheme)

Other employee benefits

Total staff costs

This year £	Last year £
55,478	51,999
1,105	841
-	-
56,583	52,840

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

5.2 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	3	3
Governance	-	-
Other	-	-
Total	3	3

Section C

Notes to the accounts

(cont)

Note 6

Tangible fixed assets

6.1 Cost or valuation

	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Total
	£	£	£	£
At the beginning of the year	216,177	26,090	120,053	362,320
Additions	-	-	1,663	1,663
Revaluations	-	-	-	-
Disposals	-	-	-	-
At end of the year	216,177	26,090	121,716	363,983

6.2 Depreciation and impairments

Basis	SL	SL	SL	
Rate	Term of lease	Over 8 or 5 years	Over 8 or 5 years	

At beginning of the year	59,438	19,898	96,312	175,648
Disposals	-	-	-	-
Depreciation	2,980	- 331	- 238	2,411
Impairment	-	-	-	-
At end of the year	62,418	19,567	96,074	178,059

6.3 Net book value

Net book value at the beginning of the year	156,739	6,192	23,741	186,672
Net book value at the end of the year	153,759	6,523	25,642	185,924

Section C

Notes to the accounts

Note 7

Stocks

7.1 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	Food and Consumables
£	£
-	500
-	-
-	-
-	500
-	500
-	500

Note 8 Debtors and prepayments**8.1 Analysis of debtors**

Trade debtors
Prepayments and accrued income
Other debtors

Total

This year	Last year
£	£
2,011	1,276
-	-
100	-
2,111	1,276

Note 9 Investment assets

9.1 Please provide a breakdown of current asset investments, if applicable, agreeing with the balance sheet.

Analysis of current asset investments

Cash or cash equivalents
Listed investments
Investment properties
Social investments
Other investments
Total

This year	Last year
£	£
-	-
74,673	80,652
-	-
-	-
-	-
74,673	80,652

Note 10 Creditors and accruals**10.1 Analysis of creditors**

Bank loans and overdrafts
Trade creditors
Accruals and deferred income
Taxation and social security
Other creditors

Amounts falling due within one year		Amounts falling due after more than one year	
This year	Last year	This year	Last year
£	£	£	£
-	-	-	-
-	-	-	-
1,031	879	-	-
-	-	-	-
-	3,089	-	-
Total	1,031	3,968	-



Trustees' Annual Report for the period

Period start date
From Day 01 Month April Year 2022 To Day 31 Month March Year 2023

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

Postcode

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			
9				
10				

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

President: Lady Aurelia Young

Section B Structure, governance and management

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>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 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>

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 carry out several 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

We can report that Elizabeth House has had another excellent year and the trustees are confident that we continue to fully deliver our mission to provide support and companionship to independent senior citizens in the local community.

Whilst the negative impacts of the Covid pandemic have now largely passed, we remain vigilant to the threat it poses and ensure that our members follow all NHS guidelines in reacting to possible infection. Regular testing is no longer required but members are required to test if they have symptoms which might be indicative of a Covid infection. As a result, we have not had to unilaterally close the centre due to widespread infection.

Our previous manager resigned at the end of 2022 to take up a position elsewhere, but the trustees were able to recruit a suitable replacement in time to ensure that there was no disruption to the service, nor the quality of service the centre offers its members. It is a measure of the commitment and dedication of our staff and volunteer helpers that this was achieved. The centre has ensured that its members are offered a wide range of activities, including exercise classes, music, quizzes, handicrafts as well as visiting entertainers. We encourage visits from local schools and our members benefit from their interaction with young people, just as the children benefit from interaction with elderly people in the local community. One trip for members on the Thames has already been booked for 2023 and outside visits remain a priority for our members. We are very grateful to outside donors who make such trips possible. We have restructured our Theatre Club but continue to arrange theatre visits for members and friends, ensuring that the less mobile members are catered for. We also continue to provide onsite hairdressing and podiatry care for members, charged at discounted rates.

Levels of inflation are of concern to the trustees and regular, ongoing reviews are conducted of our costs and income, to ensure that we are operating on a sound financial footing. This applies in particular to our lunches. Cost inflation in food is currently very high and we are committed to maintain our policy of offering nutritious, freshly cooked meals at a price which our members can afford. This means a constant examination of our food purchasing and our management of stock, as well as monitoring our pricing policies. This applies equally to the prices we charge to third parties for outside rentals of the centre's rooms.

Regular training courses are arranged for staff and volunteers in various appropriate discipline, embracing health and safety, food hygiene and first aid.

As a Day Centre we welcome elderly people as members, but we are not structured to provide full care services. This means that the trustees have to work with the manager and with our members and their families to determine where extra help is needed or when the centre is no longer the best place for the member to come.

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.


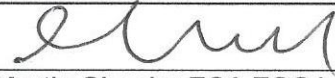
Details of any funds materially in deficit

None

Section F**Declaration**

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

Signed on behalf of the charity's trustees

Signature		
Full name	Michael Clark	Martin Sheehy FCA FCCA DChA
Position	Trustee	Treasurer
Date	05.06.2023	05.06.2023

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 2023.

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.

Signed: SJames

Name: SALLY JAMES

Address: CAMELFORD, BRADWATTS LANE, COOKHAM SL6 9AA

Date: 5th June 2023