

REGISTERED COMPANY NUMBER: 07817471 (England and Wales)
REGISTERED CHARITY NUMBER: 1192001

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 December 2023
for
The Meeting Place (Bookham)

Bullimores LLP
Chartered Accountants
Old Printers Yard
156 South Street
Dorking
Surrey
RH4 2HF

The Meeting Place (Bookham)

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for the Year Ended 31 December 2023**

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The Meeting Place (Bookham)

Chairman's Report for the Year Ended 31 December 2023

Trustees

One third of Trustees/Board members retire by rotation each year according to date of appointment but may be re-elected for further periods. Kate Dove and Margaret Hibbert are due for retirement or re-election this year. Kate Dove does not seek re-election at the present time, and Margaret Hibbert is willing to be re-elected.

Anne-Marie Lewis joined the Board on 23 November 2023 by special resolution, and we now propose that she is re-elected to the Board.

The other Board members are Elaine Crutchley, David Ryder, Hilda Williams and Edna Woodhouse.

Chairman's Report: Activities and Future Plans

The Meeting Place runs a variety of activities aiming to enrich our community and promote social inclusion. During 2023 we continued to develop all our areas of operation, adapting them as required. The Trustees met regularly throughout the year and held an Away Day at which we reviewed progress and worked on the Business Plan and Budget.

We are grateful to all our local churches for making premises and facilities available to us and for their support in many diverse ways.

Coffee Shop

The Coffee Shop is a central feature of our activities and ran on Saturday mornings throughout 2023 at Bookham Baptist Church Hall, offering hot drinks with cakes purchased from The Grange Centre in Bookham. Our welcoming volunteers always have time for a chat, and a folder of community information is available to assist in signposting people to a variety of local services.

Each month over 130 people attended the Coffee Shop, continuing the upward trend in numbers that we saw in the second half of 2022. Attendance varied each week according to weather conditions and what other local events were on. Feedback remains very positive, with particularly appreciative comments received on our being open over the Christmas period. We did not open the Coffee Shop on Coronation Day (6 May) as the event was being live streamed at St Nicolas Church with refreshments available there. Just before Christmas we gave individual Christmas puddings and cards to all our visitors.

Hearing Loss

Our Hearing Champions service continued to offer free support on the operation and maintenance of NHS hearing aids, as well as information and signposting to other services and equipment. Seven sessions were held on Saturday mornings in a private room when the Coffee Shop was open, helping a total of 42 clients.

The Meeting Place organises and subsidises Lipreading classes run on zoom by a professional teacher. The small class size of approximately 5 members per term means that the tutor can be aware of individuals and help everyone in a friendly and supportive environment. A wide variety of topics are covered for practice, and the group also meets up in person occasionally.

Language Hub

The Language Hub offers classes for those for whom English is not their first language by providing language development skills and practice opportunities with volunteer TEFL qualified teachers and assistants. Classes run in term time, and during the summer holidays four slightly more informal classes were also held.

The Meeting Place (Bookham)
Chairman's Report
for the Year Ended 31 December 2023

During 2023 classes were taught in two groups, Beginners and Intermediate. Intermediate level classes were held on zoom, and Beginners classes were held face-to-face at the Mole Valley Skills Hub in Leatherhead. Beginner level in particular covers a wide range of competency and we have found that the extra support our teaching assistants can offer on a 1:1 basis is particularly valuable.

Numbers attending classes increased slightly in 2023 with an average of 12-14 attendees in each group.

The Language Hub is well known locally and works in partnership with other local organisations such as Mole Valley Skills Hub and Epsom and Ewell and Guildford Refugee Networks. Since the Language Hub started, the team has had the privilege of helping students from over 30 nationalities from all around the world. During 2023 numbers of attendees from Ukraine dropped slightly, but overall student numbers were about the same as in 2022. In early 2023 the teacher we had partly funded to train received her qualification and we would encourage another student to start this process.

Community Fridge

The Community Fridge team continued to offer Help Yourself tables on Tuesday, Friday and Saturday mornings at Bookham Baptist Church. We also help supply the Community Fridge at St Mary's Church, Fetcham and, where supplies permit, the in-house Community Fridge at The Grange Centre.

Supermarket collections of surplus food vary in size and content each week but on average, the supermarket collections are in excess of 1000kg/week, providing 2,500 meals. In this way we are able to save a considerable volume of useable food from landfill with the additional benefit of making it available to local people. Over the Christmas period there were additional collections and the Fridge was open on a slightly different timetable to ensure this food got used. We are also able to take any glut of products from local gardeners and allotment holders. Our regular visitors average 200 households each week.

Before the Tuesday and Friday sessions, volunteers from Bookham Baptist Church have made a warm space and refreshments available to those waiting for the Community Fridge which has been very popular.

Community Chaplaincy

In spring 2023 we launched Worship and Craft sessions at Liberham Lodge Care Home. These have proved very popular with 15-20 attending each time and are backed up with regular visits by members of the team (prioritising those who get very few visitors). We continued our series of Living Well in Older Age talks with sessions from Mole Valley Life on Living Well in your own Home, one on Budgeting and one on Coping with Dementia, and we attended Bookham Village Day in June to raise awareness of what the Chaplaincy and TMP can offer to the oldest members of our community. In August we ran two "Holiday at Home" days offering a virtual day out to Scotland which were well attended (a total of 50 guests over the two days) and much appreciated. In December we held a short, simple Carol Service retelling the Christmas story with favourite carols to sing and refreshments served beforehand.

At the end of the year our first Anna Chaplain, Anne Milton-Worssell, retired and we appointed Elizabeth Tapp to start in January 2024. The team of Anna Friends and volunteers who worked alongside Anne are still in place and will provide continuity. Anna Chaplaincy is a national network of community chaplains reaching out to older people offering spiritual care and support, licensed through Bible Reading Fellowship (BRF). Spiritual care involves coming alongside an elderly person, recognising the deeper values of individuals whether they are people of faith or no faith. As a Christian chaplaincy we can offer prayer, Bible reading and worship to those who want this; we would seek to connect people of other faiths to leaders in their faith tradition. We particularly want to work with those who are isolated as a result of physical and cognitive frailties and those on a dementia journey, wherever they are living.

Volunteers

The Meeting Place (Bookham)

Chairman's Report for the Year Ended 31 December 2023

As always, none of the activities described above would have been possible without the loyalty and dedication of our team of over 85 volunteers, to whom the Trustees are very grateful. Trustees are also volunteers and each brings their unique skills, insights and experience which are greatly valued.

We have welcomed school students fulfilling their Duke of Edinburgh's Award service requirement by volunteering at the Community Fridge and the Coffee Shop on Saturday mornings. We are always pleased to offer our volunteers the opportunity to gain qualifications - for example, Level 2 Food Handling certificate or TEFL training.

We value the prayerful and financial support of the Friends of The Meeting Place, which is a great encouragement.

Future Plans

During 2024 we plan:

- To build on our support for older people through our Chaplaincy and Befriending activities
- To strengthen and extend our teams of volunteers and Trustees. If you are enthusiastic about the aims and activities of The Meeting Place and want to become more involved, please get in touch
- To continue to improve communication about the activities we offer, adapting and developing our existing services in accordance with demand and resources available and responding to any new community wellbeing needs that fulfil our charity objectives

Reserves Policy

The Reserves Policy is based on an assessment of the perceived risks to The Meeting Place and is reviewed annually. Now that we have designated some of our funds to the Anna Chaplaincy we can look at reserves that we need for the rest of the business. The Trustees consider it prudent to maintain our reserves at a level equivalent to 6 months of the expenditure budgeted for our non-Anna Chaplaincy activities. This amount is budgeted to be just under £16,000 which means that our reserves have to be a minimum of £8,000. We are in the fortunate position of inheriting a healthy bank balance and we estimate that at the year-end we will still have £46,000 in the bank which means that we can virtually cover both the designated amount and the reserves by year end.

Financial Review

As a charitable company we have to produce our accounts to SORP (Statement of Recommended Practice).

Our income of £27,005 was nearly 20% higher than our income in 2022. The main reason for this was that in 2022 as per our agreement with Bookham Baptist Church where we give them the money collected in the Community Fridge bucket on Tuesday and Friday we did this by just handing over the cash. At the start of 2023 I realised that the money should go through our account and then be paid to the BBC so that is now what happens. The 2023 income for the Community Fridge was £16,544 as against the 2022 of £12,478. This extra money has really just flowed through to a higher expense of £5,725 for 2023 vs £2,499 in 2022 which is the right way of accounting the money.

This great result is due to the hard work of our volunteers and to the help we receive from our benefactors for which we are extremely grateful.

Although it is not shown as a separate income stream we continue to reclaim Gift Aid on donations where the donors have signed up to the gift Aid scheme. A claim goes in twice a year in June and December and we received just under £1,000. We allocate the money back to the source of donation eg Anna Chaplaincy.

We claimed £1,730.64 (maximum possible £2,000) under the small gift aid scheme for the Community Fridge. This has to be claimed after the end of the tax year and covers the period of the tax year. Thus when the April accounts are completed at the beginning of May we can make a claim.

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Chairman's Report
for the Year Ended 31 December 2023

The actual income for the Anna Chaplaincy in 2023 at £5,120 was similar to 2022. The budget income was lower than the actual because we received two large donations which were uncertain at the time of setting the budget. The expenditure was slightly higher £9,461 than 2022 at £9,019 but a bit less than budget. As you have already heard we now have a new Anna Chaplain who will be working 20 hours/week (twice the hours of our previous incumbent), we will also have to pay National Insurance and make a pension scheme contribution for her. These changes have had to be reflected in our budget for 2024 so that the expenditure will virtually double to some £18,500. At this stage I would like to introduce the concept of designated funds. Liz has been offered and taken the position on the basis that it will have a minimum term of 2 years and so we therefore think it prudent to ringfence or designate some of our funds. We have just taken the simplistic approach and doubled the first years budget ie £37,000. Unlike restricted funds which are determined by the wishes of the donor, designated funds are under the control of the Trustees and can be changed at any time but will depend on the financial circumstances in which we find ourselves.

The Telephone Befriending Service has been absorbed into the Anna Chaplaincy as has the funds that were being shown as restricted for the Befriending Service.

As far as the Coffee Shop is concerned, we budgeted an income of £2,700 and achieved £2,972 but this compares with an income of £3,426 in the previous year. Whilst the numbers of regular customers to the Coffee Shop have been pretty consistent, in 2022 we had the Ukrainian Support Group that also came in to the BBC on the Saturday. The donations we received account for this difference

Lipreading does not generate any income and the expenses that we incur are the money that we pay to subsidise the course that is run.

Language Hub has a small income from the students taking part who feel able to make a contribution. Some of the classes are held in Leatherhead so mostly the expenses incurred are mileage and parking expenses for the tutors giving the lessons.

This year we reduced our funds from £60,312 at the beginning of 2023 to £58,255 at the end of the year. This number not only includes cash in the bank but the value of our stocks and assets. This year we increased our assets through the purchase of a new freezer for the Community Fridge which replaced a broken freezer in the BBC kitchen. These assets are discounted by 20% per annum so will have no value after 5 years.

At our Away Day in the autumn, the Trustees decided that as we were in a strong financial position, we could make donations of £1,000 to five local charities whose work meets our charitable objectives. These are detailed on p16 of the accounts.

Financial Perspective

This year will still be difficult with interest rates perhaps reducing towards the end of the year if inflation starts to drop. There will be an election and no doubt a change of government all of which will add to the uncertainty. Many of us retired folk will be hoping that the promised triple lock on pensions will stick. Despite all that we expect things to be steady as they go and have budgeted accordingly.

Investment Policy

We maintain enough money in our current account to meet our immediate needs, the rest is held in a savings account where it earns a small amount of interest. This year we received £1,193, up from last year which was £408. This is merely because of higher interest rates being paid rather than us doing anything clever with the funds. We do not wish to take any risks with the money by investing in something which might give a higher return but would inevitably be riskier.

The Meeting Place (Bookham)

Report of the Trustees for the Year Ended 31 December 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

A summary of our objectives is "to reduce isolation in our community".

This is expressed more formally in The Meeting Place's statement of purpose:

To further or benefit the residents of Bookham and District in conjunction with the local authorities, voluntary and other organisations in a common effort and in a welcoming environment to provide helpful services, to advance education with the objective of improving the conditions of life for the residents including relief of financial hardship through provision of goods or services.

The Board is aware of the provisions of the Charities Act 2011 concerning public benefit, the guidance published by the Charity Commission on this subject and of the obligation to report on ways in which they believe The Meeting Place meets the public benefit which is reflected by our charitable objects.

Charitable Objects

1. To prevent or relieve need, by reason of youth, age, disability, financial hardship or other disadvantage by providing: grants, items and services to individuals in need and/or charities or other organisations working to similar principles and purposes.

2. To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society, in accordance with Christian principles.

For the purpose of this clause, "socially excluded" means being excluded from society, or parts of society, as a result of one or more of the following factors: financial hardship; youth or old age; ill health (physical or mental); disability; or inability to speak or understand English.

3. To protect and preserve the environment for the public benefit, in particular but not exclusively by the promotion of waste reduction and the use of surplus food.

Values Statement

The Meeting Place aspires to improve social inclusion and contribute to the spiritual, social, physical and economic well-being of our community. We help to make a difference through Christian principles and values and aim to provide safe, sustainable, and ethical activities to promote community enrichment.

Introduction of Trustees

The Board proposes members to the AGM for election to serve for a period of normally three years. One third of the members retire by rotation each year but may be re-elected for further periods. Anne-Marie Lewis joined the Board on 23 November 2023 just after the 2023 AGM, and we now propose that she is re-elected to the Board.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The Meeting Place (Bookham)

**Report of the Trustees
for the Year Ended 31 December 2023**

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

07817471 (England and Wales)

Registered Charity number

1192001

Registered office

13 Eastwick Drive
Bookham
Leatherhead
Surrey
KT23 3PY

Trustees

Mrs E Crutchley Retired
Mrs K H Dove Teacher Of Esol
Mrs S H M Hibbert Freelance Editor
Dr D N Ryder Retired
Mrs E S Woodhouse Retired
Ms H S Williams Retired
Mrs A Lewis Retired (appointed 23.11.23)

Independent Examiner

Bullimores LLP
Chartered Accountants
Old Printers Yard
156 South Street
Dorking
Surrey
RH4 2HF

TRUSTEES' RESPONSIBILITY STATEMENT

The trustees (who are also the directors of The Meeting Place (Bookham) for the purposes of company law) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

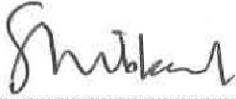
The Meeting Place (Bookham)

**Report of the Trustees
for the Year Ended 31 December 2023**

TRUSTEES' RESPONSIBILITY STATEMENT - continued

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website.

Approved by order of the board of trustees on16/3/24..... and signed on its behalf by:



.....
Mrs S H M Hibbert - Trustee

**Independent Examiner's Report to the Trustees of
The Meeting Place (Bookham)**

Independent examiner's report to the trustees of The Meeting Place (Bookham) ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



Nicholas Boot FCA

Bullimores LLP
Chartered Accountants
Old Printers Yard
156 South Street
Dorking
Surrey
RH4 2HF

Date: 21/03/2024

The Meeting Place (Bookham)

**Statement of Financial Activities
for the Year Ended 31 December 2023**

		Unrestricted fund £	Restricted funds £	31.12.23 Total funds £	31.12.22 Total funds £
	Notes				
INCOME AND ENDOWMENTS FROM					
Donations and legacies		14,307	8,223	22,530	18,581
Other trading activities	2	3,282	-	3,282	3,556
Investment income	3	1,193	-	1,193	408
Total		18,782	8,223	27,005	22,545
EXPENDITURE ON					
Charitable activities	4	12,485	15,186	27,671	18,494
Other		427	964	1,391	1,304
Total		12,912	16,150	29,062	19,798
NET INCOME/(EXPENDITURE)		5,870	(7,927)	(2,057)	2,747
RECONCILIATION OF FUNDS					
Total funds brought forward		46,533	13,779	60,312	57,565
TOTAL FUNDS CARRIED FORWARD		52,403	5,852	58,255	60,312

The notes form part of these financial statements

The Meeting Place (Bookham)

**Balance Sheet
31 December 2023**

	Notes	Unrestricted fund £	Restricted funds £	31.12.23 Total funds £	31.12.22 Total funds £
FIXED ASSETS					
Tangible assets	10	1,281	1,954	3,235	4,193
CURRENT ASSETS					
Stocks	11	243	-	243	235
Debtors	12	70	-	70	67
Cash at bank and in hand		52,018	4,288	56,306	56,957
		<u>52,331</u>	<u>4,288</u>	<u>56,619</u>	<u>57,259</u>
CREDITORS					
Amounts falling due within one year	13	(1,209)	(390)	(1,599)	(1,140)
NET CURRENT ASSETS		<u>51,122</u>	<u>3,898</u>	<u>55,020</u>	<u>56,119</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>52,403</u>	<u>5,852</u>	<u>58,255</u>	<u>60,312</u>
NET ASSETS		<u>52,403</u>	<u>5,852</u>	<u>58,255</u>	<u>60,312</u>
FUNDS	14				
Unrestricted funds				52,403	46,533
Restricted funds				5,852	13,779
TOTAL FUNDS				<u>58,255</u>	<u>60,312</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

The Meeting Place (Bookham)

**Balance Sheet - continued
31 December 2023**

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

The financial statements were approved by the Board of Trustees and authorised for issue on 16/3/24 and were signed on its behalf by:



D N Ryder - Trustee

The notes form part of these financial statements

The Meeting Place (Bookham)

Notes to the Financial Statements for the Year Ended 31 December 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery = 20% on cost

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

The Meeting Place (Bookham)

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2023**

2. OTHER TRADING ACTIVITIES

	31.12.23	31.12.22
	£	£
Coffee Shop income	2,972	3,426
Language Hub	310	130
	<u>3,282</u>	<u>3,556</u>

3. INVESTMENT INCOME

	31.12.23	31.12.22
	£	£
Deposit account interest	1,193	408
	<u>1,193</u>	<u>408</u>

4. CHARITABLE ACTIVITIES

Raising donations and legacies

	31.12.23	31.12.22
	£	£
<u>Restricted</u>		
Anna Chaplaincy - Training and staff expenses	1,661	1,219
Community fridge expenditure	5,725	2,499
Befriending service	-	72
<u>Unrestricted</u>		
Community support costs	7,146	2,242
Support costs	3,491	2,652
	<u>18,023</u>	<u>8,684</u>

Other trading activities

	31.12.23	31.12.22
	£	£
<u>Restricted</u>		
Anna Chaplaincy - wages	7,800	7,800
<u>Unrestricted</u>		
Coffee Shop costs	1,154	1,121
Repairs and maintenance	-	234
	<u>8,954</u>	<u>9,155</u>

The Meeting Place (Bookham)

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2023**

4. CHARITABLE ACTIVITIES - continued

Investment management costs

	31.12.23	31.12.22
	£	£
Administration costs	694	655
	<u> </u>	<u> </u>
Aggregate amounts	<u>27,671</u>	<u>18,494</u>

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.12.23	31.12.22
	£	£
Depreciation - owned assets	1,391	1,304
	<u> </u>	<u> </u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

Trustees' expenses

31.12.23	31.12.22
£	£
694	1,067
<u> </u>	<u> </u>

During the year, 7 trustees incurred costs in fulfilling their duties for which they were reimbursed by the charity or had such costs met by the charity directly. This comprised telephone expense, stationery, mileage and sandwiches at the Away Day Trustees' meeting, and a meal involving trustees to thank a departing volunteer at the Community Fridge for their work.

7. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.12.23	31.12.22
Anna Chaplaincy	1	1
	<u> </u>	<u> </u>

No employees received emoluments in excess of £60,000.

The Meeting Place (Bookham)

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2023**

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	9,739	8,842	18,581
Other trading activities	3,556	-	3,556
Investment income	408	-	408
Total	13,703	8,842	22,545
EXPENDITURE ON			
Charitable activities	6,904	11,590	18,494
Other	427	877	1,304
Total	7,331	12,467	19,798
NET INCOME/(EXPENDITURE)	6,372	(3,625)	2,747
RECONCILIATION OF FUNDS			
Total funds brought forward	40,161	17,404	57,565
TOTAL FUNDS CARRIED FORWARD	46,533	13,779	60,312

9. GRANTS PAYABLE

Grants were made by the charity in the year to a number of charities. These are included within Community support costs.

Institution	Purpose	31.12.23 £	31.12.22 £
Surrey Young Carers (Action for carers)	Supporting young carers.	1,000	-
Connect	Supporting people with dementia and their carers.	1,000	-
The Grange, Outdoor Learning and Community Centre	Assisting those with learning disabilities to obtain training opportunities, practical experience and paid employment.	1,000	-
Dyscover	Supporting those with aphasia.	1,000	-
Home Start - Epsom, Ewell and Banstead	Supporting local parents and children under five.	1,000	-
Mid Surrey Community Fridges	Reducing food waste and supporting local families.	-	510
Good Company Surrey	Reducing food waste and supporting local families.	-	200
		5,000	710

The Meeting Place (Bookham)

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2023**

10. TANGIBLE FIXED ASSETS

	Plant and machinery £
COST	
At 1 January 2023	6,519
Additions	433
	<u>6,952</u>
At 31 December 2023	<u>6,952</u>
DEPRECIATION	
At 1 January 2023	2,326
Charge for year	1,391
	<u>3,717</u>
At 31 December 2023	<u>3,717</u>
NET BOOK VALUE	
At 31 December 2023	<u>3,235</u>
At 31 December 2022	<u>4,193</u>

11. STOCKS

	31.12.23 £	31.12.22 £
Stock	243	235
	<u>243</u>	<u>235</u>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23 £	31.12.22 £
Prepayments and accrued income	70	67
	<u>70</u>	<u>67</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23 £	31.12.22 £
Other creditors	1,599	1,140
	<u>1,599</u>	<u>1,140</u>

The Meeting Place (Bookham)

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2023**

14. MOVEMENT IN FUNDS

	At 1.1.23 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
General fund	46,533	5,870	52,403
Restricted funds			
Anna Chaplaincy	8,108	(4,491)	3,617
Community Fridge	5,671	(3,436)	2,235
	<u>13,779</u>	<u>(7,927)</u>	<u>5,852</u>
TOTAL FUNDS	<u>60,312</u>	<u>(2,057)</u>	<u>58,255</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	18,782	(12,912)	5,870
Restricted funds			
Anna Chaplaincy	5,120	(9,611)	(4,491)
Community Fridge	3,103	(6,539)	(3,436)
	<u>8,223</u>	<u>(16,150)</u>	<u>(7,927)</u>
TOTAL FUNDS	<u>27,005</u>	<u>(29,062)</u>	<u>(2,057)</u>

Comparatives for movement in funds

	At 1.1.22 £	Net movement in funds £	Transfers between funds £	At 31.12.22 £
Unrestricted funds				
General fund	40,161	6,372	-	46,533
Restricted funds				
Anna Chaplaincy	12,083	(4,733)	758	8,108
Community Fridge	4,581	1,090	-	5,671
Telephone Befriending Service	740	18	(758)	-
	<u>17,404</u>	<u>(3,625)</u>	<u>-</u>	<u>13,779</u>
TOTAL FUNDS	<u>57,565</u>	<u>2,747</u>	<u>-</u>	<u>60,312</u>

The Meeting Place (Bookham)

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2023**

14. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	13,703	(7,331)	6,372
Restricted funds			
Anna Chaplaincy	4,796	(9,529)	(4,733)
Community Fridge	3,956	(2,866)	1,090
Telephone Befriending Service	90	(72)	18
	<u>8,842</u>	<u>(12,467)</u>	<u>(3,625)</u>
TOTAL FUNDS	<u>22,545</u>	<u>(19,798)</u>	<u>2,747</u>

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2023.

The Meeting Place (Bookham)

**Detailed Statement of Financial Activities
for the Year Ended 31 December 2023**

	Unrestricted funds £	Restricted funds £	31.12.23 Total funds £	31.12.22 Total funds £
INCOME AND ENDOWMENTS				
Donations and legacies				
Donations	866	-	866	1,307
Anna Chaplaincy	-	5,120	5,120	4,796
Community Fridge	13,441	3,103	16,544	12,478
	<u>14,307</u>	<u>8,223</u>	<u>22,530</u>	<u>18,581</u>
Other trading activities				
Coffee Shop income	2,972	-	2,972	3,426
Language Hub	310	-	310	130
	<u>3,282</u>	<u>-</u>	<u>3,282</u>	<u>3,556</u>
Investment income				
Deposit account interest	1,193	-	1,193	408
	<u>1,193</u>	<u>-</u>	<u>1,193</u>	<u>408</u>
Total incoming resources	18,782	8,223	27,005	22,545
EXPENDITURE				
Raising donations and legacies				
Community support	7,146	1,661	8,807	3,533
Community fridge expenditure	-	5,725	5,725	2,499
	<u>7,146</u>	<u>7,386</u>	<u>14,532</u>	<u>6,032</u>
Other trading activities				
Coffee Shop Supplies	1,154	-	1,154	1,121
Wages	-	7,800	7,800	7,800
Repairs and maintenance	-	-	-	234
	<u>1,154</u>	<u>7,800</u>	<u>8,954</u>	<u>9,155</u>
Investment management costs				
Administration costs	694	-	694	655
Other				
Plant and machinery	427	964	1,391	1,304
Support costs				
Management				
Insurance	352	-	352	338
Carried forward	352	-	352	338

This page does not form part of the statutory financial statements

The Meeting Place (Bookham)

**Detailed Statement of Financial Activities
for the Year Ended 31 December 2023**

	Unrestricted funds £	Restricted funds £	31.12.23 Total funds £	31.12.22 Total funds £
Management				
Brought forward	352	-	352	338
Advertising	1,475	-	1,475	630
Sundries	-	-	-	342
	<u>1,827</u>	<u>-</u>	<u>1,827</u>	<u>1,310</u>
Finance				
Bank charges	122	-	122	114
Governance costs				
Accountancy and legal fees	1,542	-	1,542	1,228
	<u>12,912</u>	<u>16,150</u>	<u>29,062</u>	<u>19,798</u>
Total resources expended				
	<u>5,870</u>	<u>(7,927)</u>	<u>(2,057)</u>	<u>2,747</u>
Net income				

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