

HOCKLEY & HAWKWELL DAY CENTRE

Charity No: 207022

FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their annual report and financial statements for the year ended 31 March 2023, the Hockley & Hawkwell Day Centre (HHDC)

The financial statements have been prepared on a cash accounting basis and comply with the charity's constitution, and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities".

Objectives and activities

The objectives are:

To promote the relief of elderly people by the provision of services and support as determined by the trustees in consultation with our clients.

The aims of the charity are:

To provide a welcoming, warm, safe space to:

Enable the provision of a regular high-quality meal,

Transportation to and from the day centre

Provide appropriate entertainment and activities for our clients.

Provide opportunities to access periodic health reviews and advise.

Provide access to facilities for the low-level maintenance to mobility aids.

To be forward thinking in the provision of services and support for the elderly of our community.

To raise adequate funds for the achievement of the foregoing objectives and to invite and receive grants, contributions, donations, and subscriptions.

To act always in conformity with the laws governing charities and with the Charity Commission.

The trustees are aware of their duty under S.17 of the Charities Act 2011 to have due regard to the Public Benefit Guidance published by the Charity Commission. As such, the trustees ensure that the activities of the charity are for the public benefit.

Achievements and performance

Following the uncertainty of the previous two years with the pandemic causing major disruption to the day centres provision we are now able to provide a fully functioning centre that is a base at which we are able to provide a two-course hot meal for up to 60 clients four days a week.

Twice a week we provide entertainment in the form of a local singers or musicians for after dining entertainment of our clients. Other activities include Whist, Scrabble, Bingo as well as hosting a Knitting Club.

We have partnered with local health care services to provide onsite health assessments and reviews for those clients who feel the need for medical support.

We have been able to provide mechanical repair support to enable to running repairs of various types of mobility aids.

We have been able to run a 11-seat minibus to enable the collection and return for those clients who require transport to and from the centre.

All the above is provided by a number of volunteers, whether they cook, wait on tables, drive a minibus or provide a plethora of other support services for the benefit of our clients.

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FOR THE YEAR ENDED 31 MARCH 2023

Plans for the coming year.

We have identified that that kitchen facilities need a major upgrade, so plans are underway to design, and plan for the implementation of new units, flooring and, in some cases, replacement appliances. The cost of this project is estimated at £45k. Funds are designated to part fund the project, but match funding is to be sought to make the project viable.

We are in the preparation of installing solar panels to reduce our exposure to energy cost fluctuations and our carbon footprint. The cost of this project is estimated at £30k.

Financial Review

The centre generated a surplus of £18097 for the year on a payments and receipts basis.

As part of the funding for the plans for the coming year the management committee have designated £30k of the reserves towards the projects and will seek funding for the balance by way of fund raising and grants.

The management committee have considered the level of reserves that it needs to hold to ensure the provision of services to the local community during times of financial difficulty, the level has been determined at one years budgeted cost of £45,000 . Current cash reserves are slightly above this level.

Risk Management:

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance, and management

The charity is an unincorporated entity governed by a memorandum and articles of association.

The trustees, who served during the year and up to the date of signature of the accounts were:

E Gadsdon (Appointed 15 December 2022)

A Hossack

P Smith

R Jarrard

I Foster

The board of trustees has the power to appoint and remove trustees on a majority basis.

The trustees' report was approved by the Board of Trustees.

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Eileen Gadsdon

Chair of Trustees

THE HOCKLEY AND HAWKWELL DAY CENTRE

FOR THE YEAR ENDED 31ST MARCH 2023

INDEPENDENT EXAMINERS REPORT TO
THE HOCKLEY AND HAWKWELL DAY CENTRE

I am reporting on the accounts for the year ended 31st March 2023 which are set out on pages 3 to 8.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act.
- follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and to state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

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

- 1) which gives me reasonable cause to believe that, in any material respect, the requirements to keep accounting records in accordance with section 41 of the 1993 Act and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act, have not been met: or
- 2) which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Steve Castle FCCA
Castle & Co - Chartered Certified Accountants
16-18 West Street
Rochford
Essex
SS4 1AJ

Date: *31st July 2023*

THE HOCKLEY AND HAWKWELL DAY CENTRE
RECEIPTS AND PAYMENTS ACCOUNT
YEAR ENDED 31ST MARCH 2023

RECEIPTS

		<u>2023</u>		<u>2022</u>	
Gifts, Donations and other voluntary receipts	Grants - Lottery	-		-	
	Grants - Council	400		25,858	
	Grants-other	3,790		-	
	Fund Raising	6,452		4,351	
	Donations	11,125		7,334	
		<hr/>	21,766	<hr/>	37,543
Trading activities	Catering	66,637		29,868	
	Afternoon Activities	5,097		1,152	
	Sales	-		352	
	Hire of Hall	-		-	
		<hr/>	71,735	<hr/>	31,371
Interest received		143		4	
			143		4
TOTAL RECEIPTS			<hr/> 93,644 <hr/>		<hr/> 68,918 <hr/>

PAYMENTS

Payments direct for Charitable purposes	Provisions	23,498		10,719	
	Entertainment	4,325		1,900	
		<hr/>	27,823	<hr/>	12,619
Payments for publicity and fund raising and management administration	Mini Bus expenses	12,247		4,689	
	Telephone	471		315	
	Electricity	7,666		5,167	
	Water	947		227	
	Cleaning & kitchen materials	11,333		6,956	
	Professional fees	373		301	
	Insurance	2,028		2,144	
	Maintenance	5,430		2,681	
	Miscellaneous	4,214		1,866	
	Accountancy	240		240	
	Office Expenses	854		285	
	Credit card charges	180		-	
		<hr/>	45,984	<hr/>	24,872
CARRIED FORWARD			<hr/> 73,807 <hr/>		<hr/> 37,490 <hr/>

THE HOCKLEY AND HAWKWELL DAY CENTRE
RECEIPTS AND PAYMENTS ACCOUNT, CONTINUED
YEAR ENDED 31ST MARCH 2023

	<u>2023</u>	<u>2022</u>
BROUGHT FORWARD	73,807	37,490
Purchase of assets	1,740	-
	<u>75,547</u>	<u>37,490</u>
<u>NET (PAYMENTS)/RECEIPTS</u>	<u>18,097</u>	<u>31,428</u>

THE HOCKLEY AND HAWKWELL DAY CENTRE
ACCUMULATED FUND
YEAR ENDED 31ST MARCH 2023

	<u>2023</u>	<u>2022</u>
Opening Balance	244,610	219,636
Receipts and Payments Account: (Deficit)/Surplus	18,097	31,428
<u>Fixed asset movements</u>		
Purchase of Fixed Asset	1,740	-
Provision for depreciation	(6,889)	(6,454)
	<u>257,558</u>	<u>244,610</u>

THE HOCKLEY AND HAWKWELL DAY CENTRE
BALANCE SHEET
YEAR ENDED 31ST MARCH 2023

	<u>2023</u>	<u>2022</u>
<u>TOTAL FIXED ASSETS</u>	181,826	186,975
<u>CURRENT ASSETS:</u>		
Cash at bank and in hand	103,896	85,739
	<u>285,722</u>	<u>272,714</u>
<u>CAPITAL AND RESERVES</u>		
Accumulated Fund	257,555	244,608
Sinking Fund	28,167	28,106
	<u>285,722</u>	<u>272,714</u>

THE HOCKLEY AND HAWKWELL DAY CENTRE
NOTES TO THE BALANCE SHEET
YEAR ENDED 31ST MARCH 2023

FIXED ASSETS

	<u>BUILDINGS</u>	<u>EQUIPMENT</u>	<u>MOTOR VEHICLES</u>	<u>TOTAL</u>
	-			
	£	£	£	£
<u>COST</u>				
AT 01.04.2022	156,659	51,069	44,434	252,162
Additions in Year	-	1,740	-	1,740
Disposals in Year	-	-	-	-
AT 31.03.2023	<u>156,659</u>	<u>52,809</u>	<u>44,434</u>	<u>253,902</u>

DEPRECIATION

AT 01.04.2022	-	47,413	17,774	65,187
Write Off On Disposals	-	-	-	-
Charge for Year	-	3,927	2,962	6,889
AT 31.03.2023	<u>-</u>	<u>51,340</u>	<u>20,736</u>	<u>72,076</u>

NET BOOK VALUE

As at 31st March 2023	<u>156,659</u>	<u>1,469</u>	<u>23,698</u>	<u>181,826</u>
As at 31st March 2022	<u>156,659</u>	<u>3,656</u>	<u>26,660</u>	<u>186,975</u>

THE HOCKLEY AND HAWKWELL DAY CENTRE
SINKING FUND
YEAR ENDED 31ST MARCH 2023

RECEIPTS

Transfer from Day Centre Account	-	-
Bank Interest	<u>61</u>	<u>3</u>

PAYMENTS

Transfer to Day Centre Account	<u>-</u>	<u>-</u>
Net of Receipts/(Payments)	61	3
Balance Brought Forward	28,106	28,103
Balance Carried Forward	<u>28,167</u>	<u>28,106</u>

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