

Charity number: 210380

# AGE CONCERN WARE (A Company Limited by Guarantee)

Trustees' Report and Unaudited Financial Statements

For The Year Ended 31 March 2023

Mansell & Co  
Chartered Certified Accountants  
5 Ducketts Wharf  
South Street  
Bishops' Stortford  
Hertfordshire  
CM23 3AR

**AGE CONCERN WARE**  
**(A Company Limited by Guarantee)**

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**AGE CONCERN WARE**  
**(A Company Limited by Guarantee)**

**Reference and Administration Information**

**Trustees**

Harry Evans  
Val Hutcheon  
Kathy Sanders  
Micheal Standley

**Company secretary**

Val Hutcheon

**Chief executive officer**

Val Hutcheon

**Charity registration number**

210380

**Registered office**

The Age Concern Centre  
Priory Street  
Ware  
Hertfordshire  
SG12 0DE  
United Kingdom

**Website**

<https://theriversidehallware.co.uk/>

**Bankers**

Barclays Bank Plc  
1 Churchill Place  
London  
E14 5HP

**Independent examiner**

Wilton Lyndon Ltd T/A Mansell & Co.  
Chartered Certified Accountants  
5 Ducketts Wharf  
South Street  
Bishop's Stortford  
Hertfordshire  
CM23 3AR

**AGE CONCERN WARE**  
**(A Company Limited by Guarantee)**

**Trustees' Annual Report for the Year Ended 31 March 2023**

AGE CONCERN WARE – REPORT TO THE TRUSTEES

The Trustees present their Report and Financial Statements of the Charity for the year ended 31st March 2023. Under its revised constitution dated 15th July 2004 and approved by the Charity Commission, the object of the Charity is to promote the relief of elderly people in and around the administrative area of Ware Town Council, in any manner which now is or hereafter may be deemed by law to be charitable, and which the Trustees may consider appropriate to the needs of the said elderly and within the capacity of the Association to provide. This is currently effected by the provision of the Centre in Priory Street, Ware at which a variety of activities is enjoyed by the older generation of the area. This site is held on a 99-year lease from the East Herts District Council, which expires on 31st December 2072 and for which a peppercorn rent is paid. The Charity is in receipt of Charity Relief in respect of Council Tax.

Under its Constitution membership of the Association, Age Concern Ware shall be accorded to such statutory bodies and voluntary organisations as may now or hereafter be invited by the Association to co-operate through such membership. In addition, persons having a special interest in the Charity may be co-opted as individual members. The Annual General Meeting, in July each year, appoints the overall membership up to 14 persons plus the Chairman, Vice Chairman and honorary officers to the Executive Committee (The Trustees) which undertakes the general control and management of the Charity. The committee meets regularly throughout the year. The Trustees remain conscious of the help and interest provided by many people and organisations within the Town and express their thanks to all concerned.

People using the Centre organise themselves into Clubs, - Art, Dance, Keep Fit and Whist – with a total membership of around 250. The clubs are self-financing, and between them donated around £1,000 to the General fund during the year under review. Various clubs arrange for day trips and there are weekly lunches on a Tuesday at the Centre. 'Churches Together of Ware' use the Centre for a Christmas Day dinner for those otherwise alone at this time of year. Outside of the time allotted to our own clubs, the Centre continues to provide a meeting place for local groups and is usually available for weekend lettings.

No Capital expenditure was carried out during the financial year.

In addition to other donations during the year, we received the sum of c. £300 from Millbrook Women's Club. We are very grateful for this and the many other donations received. Our main source of income continues to be letting of the Centre.

Reserves Policy – All funds generated by Age Concern Ware are applied directly to furtherance of its objectives. We aim to break even on an annual basis and we keep a high level of reserves, which also provide much needed annual investment income. We continue to use any surpluses (plus grants if applicable) on repairs and/or improvements to the buildings as necessary. The bulk of the reserves are invested in UK Government Stocks and advice on these is obtained from time to time. The surplus on the Club funds is held at the disposal of the Club Committees.

RESPONSIBILITIES OF THE TRUSTEES

Charity law requires the Trustees to prepare financial statements for each financial year that give a true and fair view of the Charity's transactions and of the disposition of the Charity's assets and liabilities at the year end.

The Trustees are required to (i) select suitable accounting policies and apply them consistently, (ii) make judgements and estimates that are reasonable and prudent, (iii) state whether the financial statements have been prepared in accordance with parts 2 and 3 of Statement of Recommended Practice No.2 subject to any material departures disclosed and explained in the financial statements, (iv) prepare the accounts on a going concern basis, unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping proper accounting records to enable them to prepare financial statements that comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The following accounts comply with current statutory requirements and with the requirements of the Charity's governing document.

**AGE CONCERN WARE**  
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INDEPENDENT EXAMINER

A resolution was proposed by the Trustees to appoint an Independent Examiner to the Trust for the ensuing year. Therefore we have now appointed Chartered Certified Accountants, Mansell & Co, of South Street, Bishop's Stortford to produce our Annual Accounts and financial statements.

Signed on behalf of the Trustees of AGE CONCERN WARE (Charity Registration No. 210380)  
on 24<sup>th</sup> July 2024.

CHAIRMAN..... Mr C. Baylis

HON. SECRETARY..... Mrs V. Hutcheon

HON. TREASURER..... Mr C. Baylis

**AGE CONCERN WARE**  
**(A Company Limited by Guarantee)**

**Independent Examiner's Report**  
**for the Year Ended 31 March 2023**

**Independent examiner's report to the trustees of Age Concern Ware**

I report to the trustees (who are also Directors for the purpose of company law) on my examination of the financial statements of Age Concern Ware ('the charitable company') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

**Responsibilities and basis of report**

As the trustees of charitable company you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the charitable company are not required to be audited under Part 16 of the Act and are eligible for independent examination, I report in respect of my examination of the charitable company's financial statements carried out under section 145 of the Charities Act 2011 ('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 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

**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:

- accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair view which is not a matter considered as part of an independent examination; or
- the financial statements 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 financial statements to be reached.

Darren White FCCA MAAT  
Mansell & Co  
Chartered Certified Accountants  
5 Ducketts Wharf  
South Street  
Bishop's Stortford  
Hertfordshire  
CM23 3AR

Date: 24<sup>th</sup> July 2024

**AGE CONCERN WARE**  
**(A Company Limited by Guarantee)**

**Statement of Financial Activities (including Income & Expenditure Account)**  
**for the Year Ended 31 March 2023**

	<u>Notes</u>	Unrestricted funds £	Restricted funds £	31.03.23 Total funds £	31.03.22 Total funds £
<b>Income from:</b>					
Donations Received		202	-	202	2,461
Fund Raising Activities General		186	-	186	34
Fund Raising Activities Clubs		11,422	-	11,422	5,090
Investment Income Government Securities		10,864	-	10,864	7,222
Other Income		6	-	6	6
Rent Income Regular		20,934	-	20,934	19,732
Rent Income Casual		1,210	-	1,210	-
<b>Total income</b>		44,823	-	44,823	34,546
<b>Cost of sales:</b>					
Miscellaneous Purchases		(123)	-	(123)	-
Fund Raising Expenses		(654)	-	(654)	(263)
Social Activities Club		(7,125)	-	(7,125)	-
		(7,902)	-	(7,902)	(263)
<b>Gross profit</b>		36,921	-	36,921	34,283
<b>Expenses: (analysed below)</b>					
Employment costs		(972)	-	(972)	-
Establishment costs		(56,563)	-	(56,563)	(45,381)
General administrative expenses		(2,669)	-	(2,669)	(755)
Finance charges		(70)	-	(70)	-
Depreciation charges		(3,378)	-	(3,378)	-
<b>Total expenditure</b>		(63,652)	-	(63,652)	(46,136)
<b>Net income / (expenditure)</b>		(26,731)	-	(26,731)	(11,853)
Transfers between funds		-	-	-	-
<b>Net movement in funds</b>		(26,731)	-	(26,731)	(11,853)
<b>Reconciliation of funds:</b>					
Total funds brought forward		207,420	-	207,420	219,273
<b>Total funds carried forward</b>		180,689	-	180,689	207,420

The above results were derived from continuing operations.

The charity has no recognised gains or losses for the year other than the results above.

**AGE CONCERN WARE**  
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**Statement of Financial Activities (including Income & Expenditure Account)**  
**for the Year Ended 31 March 2023**

	Unrestricted funds £	Restricted funds £	31.03.23 Total funds £	31.03.22 Total funds £
<b>Employment costs:</b>				
Wages – Regular	972	-	972	-
	972	-	972	-
<b>Establishment costs:</b>				
Water Rates	2,411	-	2,411	-
Premises Insurance	4,105	-	4,105	2,459
Electricity	426	-	426	-
Gas	26,399	-	26,399	26,804
Repairs and Renewals	7,574	-	7,574	3,855
Cleaning	5,755	-	5,755	5,599
Waste Collection	2,512	-	2,512	-
Premises Expenses	6,150	-	6,150	6,664
Window Cleaning	250	-	250	-
Toilet Supplies	980	-	980	-
	56,563	-	56,563	45,381
<b>General administrative expenses:</b>				
YELL Webpage	232	-	232	-
Travelling	180	-	180	-
Postage and Carriage	-20	-	-20	-
Telephone	609	-	609	-
Office Broadband	525	-	525	-
Office Stationery	53	-	53	-
Sage Support	303	-	303	-
Licences	360	-	360	-
Gratuities	28	-	28	-
Consultancy Fees	400	-	400	755
	2,669	-	2,669	755
<b>Finance charges:</b>				
Bank Charges	40	-	40	-
Unpaid Cheques Returned	30	-	30	-
	70	-	70	-
<b>Depreciation charges:</b>				
Depreciation of property	463	-	463	-
Depreciation of outbuildings and grounds	-	-	-	-
Depreciation of furniture and equipment	2,015	-	2,015	-
Depreciation of plant and equipment	899	-	899	-
	3,378	-	3,378	-
<b>Interest payable:</b>				
Other interest payable	-	-	-	-



**AGE CONCERN WARE**  
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**Balance Sheet as at 31 March 2023**

	<u>Notes</u>	2023	2022
		£	£
<b>Fixed assets</b>			
Tangible assets	3	41,329	44,707
<b>Current assets</b>			
Stocks and Shares	4	119,648	141,114
Cash at bank and in hand		19,712	21,599
Debtors		-	-
		<u>139,360</u>	<u>162,713</u>
<b>Creditors:</b> Amounts falling due within one year		<u>-</u>	<u>-</u>
<b>Net current assets</b>		<u>139,360</u>	<u>162,713</u>
<b>Net assets</b>		<u>180,689</u>	<u>207,420</u>
<b>Charity funds</b>	5		
Unrestricted funds		191,037	207,420
Restricted funds		16,383	-
Losses for the period		<u>(26,731)</u>	<u>-</u>
<b>Total funds</b>		<u>180,689</u>	<u>207,420</u>

For the financial year ending 31 March 2023 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006.

Trustees' responsibilities:

- The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006; and
- The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to charitable companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved and authorised by the Board of Trustees on 24<sup>th</sup> July 2024 and signed on its behalf by:

Val Hutcheon – Chair

**AGE CONCERN WARE**  
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**Notes to the Unaudited Financial Statements for the Year Ended 31 March 2023**

**1. Accounting policies**

**Summary of significant accounting policies and key accounting estimates**

The principle accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

**Statement of compliance**

The charity is a public benefit entity and these financial statements have been prepared in accordance with the Charities SORP (FRS 102) – ‘Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements have been prepared to give a ‘true and fair’ view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a ‘true and fair view’. This departure has involved following ‘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) (Second Edition)’ rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

**Basis of preparation**

The financial statements have been prepared using the historic cost convention except that as disclosed in the accounting policies certain items are shown at fair value.

**Income**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. The following policies are applied to particular categories of income:

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

**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 costs 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.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

**Tax**

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

**AGE CONCERN WARE**  
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**Notes to the Unaudited Financial Statements for the Year Ended 31 March 2023**

**Tangible assets**

Tangible assets are stated in the balance sheet at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

The cost of tangible assets includes directly attributable incremental costs incurred in their acquisition and installation.

**Depreciation**

Depreciation is charged so as to write off the cost of assets, other than land and properties under construction over their estimated useful lives, as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Building	Reducing balance over 99 years (53 remaining)
Outbuildings and Grounds	Reducing balance over 10 years
Furniture, Fittings and Equipment	Reducing balance from 5 to 10 years

**Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

**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 purposes within the objectives of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

**Going concern**

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

**2. Trustees' remuneration and benefits**

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

**Trustees' expenses**

There were no Trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

**AGE CONCERN WARE**  
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**Notes to the Unaudited Financial Statements for the Year Ended 31 March 2023**

**3. Tangible fixed assets**

	<b>Property / Building £</b>	<b>Outbuildings and Grounds £</b>	<b>Furniture and Equipment £</b>	<b>Plant and Equipment £</b>
<b>Cost</b>				
As at 1 April 2022	45,857	20,405	20,152	8,994
Additions	-	-	-	-
As at 31 March 2023	<u>45,877</u>	<u>20,405</u>	<u>20,152</u>	<u>8,994</u>
<b>Depreciation</b>				
As at 1 April 2022	20,853	20,405	2,268	7,195
Charge for the year	463	-	2,015	899
As at 31 March 2023	<u>21,316</u>	<u>20,405</u>	<u>4,283</u>	<u>8,095</u>
<b>Net book value</b>				
As at 31 March 2023	<u>24,560</u>	<u>-</u>	<u>15,869</u>	<u>899</u>
As at 31 March 2022	<u>25,024</u>	<u>-</u>	<u>17,884</u>	<u>1,799</u>

**4. Stocks and Shares**

	<b>2023 £</b>	<b>2022 £</b>
Stocks	56,107	132,592
Shares	<u>63,541</u>	<u>8,522</u>
	<u>119,648</u>	<u>141,114</u>

**5. Movement in funds**

	<b>Balance at 01.04.22 £</b>	<b>Net movement in funds £</b>	<b>Transfers between funds £</b>	<b>Balance at 31.03.23 £</b>
<b>Unrestricted funds</b>				
General Fund	207,420	-	(16,383)	191,037
	<u>207,420</u>	<u>-</u>	<u>(16,383)</u>	<u>191,037</u>
<b>Restricted funds</b>	-	-	-	-
Art Club	-	-	5,524	5,524
Dance Club	-	-	8,671	8,671
Keep Fit	-	-	2,187	2,187
	<u>-</u>	<u>-</u>	<u>16,383</u>	<u>16,383</u>
Less losses for the period	<u>(26,731)</u>	<u>-</u>	<u>-</u>	<u>(26,731)</u>
<b>Total funds</b>	<u>180,689</u>	<u>-</u>	<u>-</u>	<u>180,689</u>