Age Concern (Cowplain) (OPW) Committee

Charity No. 251915

Trustees' Report and Unaudited Accounts

30 June 2023

Age Concern Cowplain

The trustees present their report with the unaudited financial statements of the charity for the year ended 30 June 2023.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity No. 251915

Principal Office

Borrow Day Centre
London Road
Cowplain
Hampshire
PO8 8DB

Trustees
The following trustees served during the year:

David Allport
Sylvia Harris
Sandy Sanger

Accountants

SHCA Limited
87 London Road
Cowplain
Waterlooville
PO8 8XB

OBJECTIVES AND ACTIVITIES

The purpose of the charity as set out in its governing document, to promote the welfare of the aged in any manor which now or hereafter may deemed by law to be charitable within the Cowplain Ward and immediate vicnity.

The main activities undertaken in relation to those purposes with principal objective of providing services and facilities for the well being or the elderly in our ctachment area; comprising a lunch club (three days), keep fit, genealogy, ceramic painting, befriending service for the vulnerable elderly living in the cowplain ward and its surrounds.

ACHIEVEMENTS AND PERFORMANCE

Looking back at my report for 2021-2022 we predicted that due to the rising energy costs & food prices the Centre would have an increase in demand by the elderly in our community to attend our lunch club which provides hot meals three days a week. Over the last year we have seen a rise in the numbers attending and we now have approximately 40 lunch members attending per day with many coming for the three days per week. Also we have a waiting list for people requesting to join the lunch club; as energy costs & food prices are unlikely to go down over the coming winter months I can only see us continuing to receive an increase in the number of requests.

We continue with our principal object of providing services and facilities for the wellbeing of the elderly in the Cowplain area which has been extended to include Horndean and Clanfield areas through our befriending service. Referrals to this service come from a number of sources, such as Healthcare Professionals, Adult Services, Community Police, Relatives and Neighbours. With permission of the client our volunteers visit them and encourage then back into the community. We believe that early intervention can promote the wellbeing of isolated older people in the community and help to alleviate the pressure on the Healthcare Specialists.

As well as the lunch club we also have 15 different groups hiring the rooms on a regular basis; these are made up of different charities and activities. There is also Podiatry services which holds clinics 4 times a week at the Centre and has approximately 50 patients per week. The Centre has a thriving Social Afternoon which is held every Tuesday and is extremely popular with our members. A party was organised for the King Charles Coronation which was held on Friday, 5th May which was a great success. Like all charities after lockdown it took a time to get all the activities back up and running but thankfully the Centre is now thriving which is thanks to our two part-time staff and all the volunteers that give their time freely to ensure the Centre is a welcoming place for all the people within our community.

The Centre has had a very busy year and much has been achieved, this being partly due to a legacy left to Age Concern Cowplain of just over £20K which the Committee agreed to put towards upgrading all the lighting in both inside and outside the building to LED lights and replacing the very old gas boiler and installation of thermostat controls in each of the rooms to ensure the Centre is as energy efficient as possible.

In conclusion I feel the Centre has achieved so much over this last year which is due to the dedication of both staff and all the volunteers who continue to make it a welcoming and caring community centre for all that use it.

FINANCIAL REVIEW

The trustees consider the financial performance by the charity during the year to have been satisfactory.

The charity has generated reserves which are held for the purpose of furthering the objectives of the charity, for the benefit of those elderly persons within the area.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Model consitiution adopted 26 June 1957 as amended 12 August 1980, 5 October 2000 & 20 October 2005

New trustees are recruited by the current committee from the community of Cowplain and surrounding areas.

Statement of trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the charity's trustees

Sandy Sanger
Trustee
03 October 2023

Independent Examiner's Report to the trustees of Age Concern (Cowplain) (OPW) Committee

I report to the trustees on my examination of the financial statements of Age Concern (Cowplain) (OPW) Committee for the year ended 30 June 2023 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011('the Act'). The trustees consider that an audit is not required for this year under the Charities Act 2011, s.144(2) (the 2011 Act) and that an independent examination is needed.

I report in respect of my examination of the charity's financial statements 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 can 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:

- the accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the applicable requirements concerning the form and content of the financial statements set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Stuart Hoare
ICAEW
SHCA Limited
87 London Road
Cowplain
Waterlooville

PO8 8XB
03 October 2023

Age Concern (Cowplain) (OPW) Committee
Statement of Financial Activities

for the year ended 30 June 2023

	Notes	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income and endowments from:				
Donations and legacies	3	32,654	32,654	15,070
Charitable activities	4	36,764	36,764	33,677
Other trading activities	5	13,096	13,096	13,758
Investments	6	416	416	253
Total		82,930	82,930	62,758
Expenditure on:				
Charitable activities	7	17,866	17,866	17,091
Other	8	52,142	52,142	38,732
Total		70,008	70,008	55,823
Net gains on investments		-	-	-
Net income	9	12,922	12,922	6,935
Transfers between funds		-	-	-
Net income before other gains/(losses)		12,922	12,922	6,935
Other gains and losses				
Net movement in funds		12,922	12,922	6,935
Reconciliation of funds:				
Total funds brought forward		396,253	396,253	389,318
Total funds carried forward		409,175	409,175	396,253

Age Concern (Cowplain) (OPW) Committee
Balance Sheet

at 30 June 2023

Charity No. 251915		2023	2022
		£	£
Fixed assets			
Tangible assets	11	296,440	297,082
		296,440	297,082
Current assets			
Cash at bank and in hand		113,705	100,089
		113,705	100,089
Creditors: Amount falling due within one year	12	(970)	(918)
Net current assets		112,735	99,171
Total assets less current liabilities		409,175	396,253
Net assets excluding pension asset or liability		409,175	396,253
Total net assets		409,175	396,253
The funds of the charity			
Restricted funds	13		
Unrestricted funds	13		
General funds		409,175	396,253
		409,175	396,253
Reserves	13		
Total funds		409,175	396,253

Approved by the trustees on 03 October 2023

And signed on their behalf by:

Sandy Sanger
Trustee
03 October 2023

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with 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 if Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Fund accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

Income

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
Volunteer help	The value of any volunteer help received is not included in the accounts.
Investment income	This is included in the accounts when receivable.
Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments.

Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

Taxation

The charity is exempt from tax on its charitable activities.

Tangible fixed assets and depreciation

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

Freehold property	0% No depreciation provided
Plant and Machinery	20% straight line

Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Statement of Financial Activities - prior year

	Unrestricted funds 2022	Total funds 2022
	£	£
Income and endowments from:		
Donations and legacies	15,069	15,069
Charitable activities	33,677	33,677
Other trading activities	13,758	13,758
Investments	253	253
Total	62,757	62,757
Expenditure on:		
Charitable activities	16,601	16,601
Other	39,222	39,222
Total	55,823	55,823
Net income	6,934	6,934
Net income before other gains/(losses)	6,934	6,934
Other gains and losses:		
Net movement in funds	6,934	6,934
Reconciliation of funds:		
Total funds brought forward	389,318	389,318
Total funds carried forward	396,252	396,252

3 Income from donations and legacies

	Unrestricted	Total 2023	Total 2022
	£	£	£
Donations	28,551	28,551	6,421
Grants	-	-	5,200
Membership fees	4,103	4,103	3,449
	32,654	32,654	15,070

4 Income from charitable activities

	Unrestricted	Total 2023	Total 2022
	£	£	£
Lunch club takings	24,947	24,947	21,579
Lunch club contributions	948	948	1,156
Befriending	1,100	1,100	1,409
Various clubs and groups	9,769	9,769	9,533
	36,764	36,764	33,677

5 Income from other trading activities

	Unrestricted	Total 2023	Total 2022
	£	£	£
Fundraising sales and events	2,057	2,057	2,066
Rental of building	11,039	11,039	11,692
	13,096	13,096	13,758

6 Income from investments

	Unrestricted	Total 2023	Total 2022
	£	£	£
Bank interest on savings	416	416	253
	416	416	253

7 Expenditure on charitable activities

	Unrestricted	Total 2023	Total 2022
	£	£	£
Expenditure on charitable activities			
Lunch club takings	13,305	13,305	11,313
Lunch club contributions	1,244	1,244	1,278
Befriending	3,317	3,317	4,500
Governance costs			
	17,866	17,866	17,091

8 Other expenditure

	Unrestricted	Total 2023	Total 2022
	£	£	£
Employee costs	26,528	26,528	24,320
Premises costs	20,560	20,560	9,562
Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets	642	642	1,113
General administrative costs	3,352	3,352	2,606
Legal and professional costs	1,060	1,060	1,131
	52,142	52,142	38,732

9 Net income before transfers

	2023	2022
This is stated after charging:	£	£
Depreciation of owned fixed assets	642	1,113

10 Staff costs

	2023	2022
Salaries and wages	26,516	24,320
	26,516	24,320

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

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

	2023 Number	2022 Number
Administration	1	1
	1	1

11 Tangible fixed assets

	Land and buildings	Plant and Machinery	Total
	£	£	£
Cost or revaluation			
At 1 July 2022	295,804	32,697	328,501
At 30 June 2023	295,804	32,697	328,501
Depreciation and impairment			
At 1 July 2022	-	31,419	31,419
Depreciation charge for the year	-	642	642
At 30 June 2023	-	32,061	32,061
Net book values			
At 30 June 2023	295,804	636	296,440
At 30 June 2022	295,804	1,278	297,082

12 Creditors:
amounts falling due within one year

	2023	2022
	£	£
Accruals	970	918
	970	918

13 Movement in funds

	At 1 July 2022	Incoming resources (including other gains/losses)	Resources expended	At 30 June 2023
		£	£	£
Restricted funds:				
Unrestricted funds:				
General funds	396,253	82,930	(70,008)	409,175
Total funds	396,253	82,930	(70,008)	409,175

14 Analysis of net assets between funds

	Unrestricted funds	Total
	£	£
Fixed assets	296,440	296,440
Net current assets	112,735	112,735
	409,175	409,175

15 Reconciliation of net debt

	At 1 July 2022	Cash flows	At 30 June 2023
	£	£	£
Cash and cash equivalents	100,089	13,616	113,705
	100,089	13,616	113,705
Net debt	100,089	13,616	113,705

Age Concern (Cowplain) (OPW) Committee
Statement of Cash flows

for the year ended 30 June 2023

	2023 £	2022 £
Cash flows from operating activities		
Net income per Statement of Financial Activities	12,922	6,934
Adjustments for:		
Depreciation of property, plant and equipment	642	1,113
Dividends, interest and rents from investments	(416)	(253)
Increase/(Decrease) in trade and other payables	52	(1,864)
Net cash provided by operating activities	13,200	5,930
Cash flows from investing activities		
Dividends, interest and rents from investments	416	253
Net cash from/(used in) investing activities	416	(776)
Net cash from financing activities	-	-
Net increase in cash and cash equivalents	13,616	5,154
Cash and cash equivalents at the beginning of the year	100,089	94,935
Cash and cash equivalents at the end of the year	113,705	100,089
Components of cash and cash equivalents		
Cash and bank balances	113,705	100,089
	113,705	100,089

Age Concern (Cowplain) (OPW) Committee
Detailed Statement of Financial Activities

for the year ended 30 June 2023

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income and endowments from:			
Donations and legacies			
Donations	28,551	28,551	6,421
Grants	-	-	5,200
Membership fees	4,103	4,103	3,449
	32,654	32,654	15,070
Charitable activities			
Lunch club takings	24,947	24,947	21,579
Lunch club contributions	948	948	1,156
Befriending	1,100	1,100	1,409
Various clubs and groups	9,769	9,769	9,533
	36,764	36,764	33,677
Other trading activities			
Fundraising sales and events	2,057	2,057	2,066
Rental of building	11,039	11,039	11,692
	13,096	13,096	13,758
Investments			
Bank interest on savings	416	416	253
	416	416	253
Total income and endowments	82,930	82,930	62,758
Expenditure on:			
Charitable activities			
Lunch club takings	13,305	13,305	11,313
Lunch club contributions	1,244	1,244	1,278
Befriending	3,317	3,317	4,500
	17,866	17,866	17,091
Total of expenditure on charitable activities	17,866	17,866	17,091
Employee costs			
Salaries/wages	26,516	26,516	24,320
Staff training	12	12	-
	26,528	26,528	24,320
Premises costs			
Rates	1,537	1,537	1,099
Light, heat and power	2,807	2,807	3,822
Premises cleaning	1,685	1,685	1,751
Premises repairs and maintenance	14,531	14,531	2,890
	20,560	20,560	9,562

General administrative costs, including depreciation and amortisation			
Depreciation of Plant and Machinery	642	642	1,113
General insurances	1,365	1,365	1,266
Stationery and printing	579	579	174
Sundry expenses	502	502	313
Telephone, fax and broadband	906	906	853
	3,994	3,994	3,719
Legal and professional costs			
Audit/Independent examination fees	1,060	1,060	1,131
	1,060	1,060	1,131
Total of expenditure of other costs	52,142	52,142	38,732
Total expenditure	70,008	70,008	55,823
Net gains on investments	-	-	-
Net income	12,922	12,922	6,935
Net income before other gains/(losses)	12,922	12,922	6,935
Other Gains	-	-	-
Net movement in funds	12,922	12,922	6,935
Reconciliation of funds:			
Total funds brought forward	396,253	396,253	389,318
Total funds carried forward	409,175	409,175	396,253