

Oxted & District LINK Association
31st December 2022

Oxted & District Link Association

Annual Report

31st December 2022

Registered Charity No. 266988

Oxted & District LINK Association
31st December 2022

Company Information

Trustees	Angela Williams
	Derek Oakey
	Roderick Bayne-Jardine
	Linda Cruttenden
	Terry Davies
	Paula Myers
	David Bell
	Charlotte Lippmann
Secretary	Paula Myers
Registered Office	P.O. Box 4
	Oxted
	Surrey
	RH8 0EF
Registered Charity	266988

Oxted & District LINK Association

31st December 2022

Report of Trustees

The Oxted & District Link Association (LINK) was set up as a charity at an inaugural meeting in January 1974 for the purpose for relieving suffering or hardship in the RH8 Postcode area "RH8".

LINK drives people to appointments, mainly medical or dental, who would otherwise be unable to get there themselves. Drives are arranged on the basis of need, not income. Associated with LINK is the Link Porter Trust that provides grants to people in need in the RH8 area.

Trustees are appointed according to the Constitution and are given an induction before their first meeting.

Structure, governance and management

LINK is managed by a Council composed of at least 7 Trustees including a Chairman, Treasurer and Secretary. All Trustees are appointed at LINK's Annual General Meeting (AGM).

On a day-to-day basis LINK telephone volunteers receive requests for drives to hospitals, the local medical centre, dentists, physios etc and contacts one or more drivers to identify an appropriate driver for each drive. Any payments for drives are voluntary and are used to offset the petrol and parking costs of the drivers and the administration expenses of the telephone volunteers.

The Link Porter Trust has its own Council of Trustees, who are also appointed at the LINK AGM. The Trust receives requests from those in the RH8 postcode, who have an urgent need for assistance and, subject to appropriate checks, provides the assistance requested.

New drivers and telephone volunteers are proposed by word of mouth, and then vetted as appropriate and approved by the LINK Council. All drivers are DBS checked bi-annually and Telephone volunteers are trained as necessary.

New Trustees are proposed by word of mouth and, if approved by the current Council, are proposed for appointment at the LINK AGM.

Financial Review

During the 12 months to 31st December 2022 we received income of £26,553 (2021 £16,977) including £11,876 of unrealised loss on investments (2021 £11,173 of unrealised profit on investments), and had expenditure and grants of £11,583 (2021 £8,671). The surplus for the year was £14,971 (2021 £8,307).

As at 31st December 2022 the market value of investments was £232,431 (2021 £208,437). The Trustees will continue with a joint cash deposit/equity-based investment policy which they consider appropriate for the charity.

Reserves Policy

The Trustees feel that the level of reserves is sufficient to support the aims of the charity.

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Achievements and Performance of the Charity

During the Pandemic the Charity had to stop functioning and only re-started in 2021. Since then we have been slowly increasing the number of drives and in 2022 completed 5 times more than in 2021 but still less than 2019. In part this is due to a number of the drivers 'retiring' during the pandemic and recruitment of new drivers since then has been slower than we need. The majority of drives continue to be to the main hospitals in the area and the local health centre.

In 2022 the Link Porter Trust provided grants of £5,870 from 17 applications compared with grants of £5,332 from 12 applications in 2021.

Statement of Trustees responsibilities

Charity Law required the Trustees to prepare financial statements for each financial year to give a true and fair view of the state of LINK's affairs and of its financial activities for that period. In preparing these financial statements the Trustees are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statement
- prepare the financial statements on a going concern basis unless it is inappropriate to assume that LINK will continue in operational existence.

The Trustees are responsible for keeping proper accounting records which 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 2006 and Regulations made thereunder. The Trustees are also responsible for safeguarding the assets of the Charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf by

Angela Williams

Chairman

BALANCE SHEET AS AT 31 DECEMBER 2022

	Note	2022		2021	
		£	£	£	£
<u>Link General Reserve Fund</u>					
Balance @ 31/12/2021		36,688		37,177	
Surplus/(Shortfall) for the year	1	(9,023)		(490)	
			27,665		36,688
<u>Link Porter Trust Fund</u>					
Balance @ 31/12/2021		208,437		199,640	
Surplus/(Shortfall) for the year		23,994		8,797	
			232,431		208,437
<u>Total Funds @ 31/12/2022</u>			<u>260,096</u>		<u>245,125</u>

Represented By:

Link General Reserve Fund

Cash at bank and on deposit 27,665 36,688

Link Porter Trust Fund

Investments @ market value	3	146,662	148,537
Cash on 60 Day Term Deposit		50,000	50,000
Cash at bank		35,769	9,900
		<u>232,431</u>	<u>208,437</u>
		<u>260,096</u>	<u>245,125</u>

Signed: _____

A. Williams, Chairman - Link Association

Signed: _____

R. Bayne-Jardine, Treasurer - Link Association

Signed: _____

L. Turner, Chairman - Link Porter Trust

Signed: _____

D. Oakey, Treasurer - Link Porter Trust

RESULTS FOR THE YEAR ENDED 31 DECEMBER 2022

	Note	2022		2021	
		£	£	£	£
<u>Link General Reserve Fund</u>					
<u>Transfer to Link Porter Trust</u>	2	(10,000)			
<u>Telephone & Driving Service</u>					
Contributions from those helped		5,779		1,440	
Drivers' expenses		(3,346)		(535)	
			2,434		905
<u>Other Income</u>					
Covenants, donations & fund raising		573		1,193	
Interest received		133		38	
			706		1,231
<u>Other Expenditure</u>					
Administration		(1,513)		(1,974)	
Donations made				(50)	
Insurance		(649)		(602)	
			(2,162)		(2,626)
<u>Surplus/(Shortfall) on General Reserve Account</u>			<u>(9,023)</u>		<u>(490)</u>
<u>Link Porter Trust Fund</u>					
<u>Income</u>					
Transfer from Link General Reserve Trust	2	10,000			
Legacies & donations		27,516		41	
Interest & dividends		4,428		3,092	
			41,944		3,133
<u>Expenditure & Provisions</u>					
Grants & administration		(6,075)		(5,510)	
Unrealised profit/(loss) on investments		(1,876)		11,173	
			(7,950)		5,663
<u>Surplus/Deficit) on Link Porter Trust</u>			<u>33,994</u>		<u>8,797</u>
<u>Total Surplus/(Deficit) For The Year</u>			<u>24,971</u>		<u>8,307</u>

NOTE TO THE ACCOUNTS

1. Shortfall in Link General Reserve Fund

The shortfall resulted from the transfer of £10,000 to Link Porter Trust. Excluding this transfer there was a surplus of £977.50

2. Transfer from Link General Reserve Fund to Link Porter Trust

The transfer represents funds, currently surplus to requirements in the Link General Reserve Fund, which will be added to the Link Porter Trust's investment portfolio

3. Investments

Investments have been shown at market value in accordance with UK GAAP.

The original cost of these investments was £97,000.

The unrealised loss at 31 December 2022 was (£1,876) - (2021 - unrealised gain £11,173).

4. The Charity's activities in 2022

The Chairman's statement, which is tabled at the AGM, summarises the activities during the year

OXTED & DISTRICT LINK ASSOCIATION

Registered Charity 266988

Report of the Independent Examiner for the year ended 31 December 2022

To the Trustees of Oxted & District LINK Association

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011.

My examination was carried out in accordance with General Directions given by the Charity Commission. This examination included a review of the accounting records kept by the charity and a comparison of the accounts with those records. It also included consideration of any unusual items or disclosures in the accounts and seeking explanation from the 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 present a "true and fair" view and the report is limited to those matters set out in the statement below.

In connection with my examination, no matter has come to my attention which gives me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or that
- the accounts did not accord with the accounting records.

I have not come across any other matters in connection with the examination to which attention should be drawn in the report in order to enable a proper understanding of the accounts to be reached.



David Steele, FCA

25 Detillens Lane, Oxted, RH8 0DH

14 March 2023