

AGE CONCERN BISHOP'S STORTFORD

Registered Charity – No. 268579

Annual Report of the Trustees and Financial Statements for the year ending 31 March 2022

Address:

The New Apton Centre
22A Apton Road
Bishop's Stortford
CM23 3SN

Bank:

HSBC plc
18 North Street
Bishop's Stortford
CM23 2LP

Independent Examiner:

D L A Sheppard
21 Avenue Road
Bishop's Stortford
CM23 5NT

AGE CONCERN BISHOP'S STORTFORD

Registered Charity Number 268579

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2022

The trustees present their report with the financial statements of the charity for the year ended 31st March 2022. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) Accounting and reporting by Charities 2005 and updated May 2008, taking into account changes made by the Charities Act 2006. The annual Chair's Report presented to the AGM gives further details of major activities and our commitment to and the success in providing benefits to the community.

REFERENCE AND ADMINISTRATIVE DETAILS

Principal Address

The New Apton Centre
22A Apton Road
Bishop's Stortford
CM23 3SN

Trustees

Mrs A Alder	Chair
Mrs D Anderson	
Mr G Cutting	Vice Chair
Mrs C Florey	
Mr R Horwood	from 1 September 2021

Bankers

HSBC plc
18 North Street
Bishop's Stortford
CM23 2LP

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

Trustees

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The trustees of the charity throughout the year are shown above. Trustees are elected or re-elected annually at the Annual General Meeting. As a result of vacancies arising, the Board of Trustees may appoint trustees at its meetings during the year. Trustees are recruited from across the town and immediate surrounds.

OBJECTIVES AND ACTIVITIES

Objectives and Activities

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The focus of our activities remains the promotion of relief of elderly people in any manner as is now, or is hereafter may be deemed by law to be charitable, in the town of Bishop's Stortford.

Donations

The charity has been most appreciative of the continued support received from the Bishop's Stortford Town Council, East Herts Council, Hertfordshire County Council and Age UK Hertfordshire, as well as other charities and individuals who have made grants and donations during the year.

RESULTS AND REVIEW ACTIVITIES

The results for the year are set out in the Statement of Financial Activities on pages 4-7.

The charity continues to provide day centre facilities for elderly people at The New Apton Centre in Bishop's Stortford. The centre also provided hairdressing and chiropody services along with social activities including bingo, films, arts and crafts, keep fit, art group, craft group and organises a number of trips and excursions. A lunch service is provided and a mixture of activities to gently exercise both body and mind.

RESERVES AND FUNDS

Reserves as at 31 March 2022 totalled £25,439 which equates to 2.5 months running costs. Net Current Assets have fallen to £14,887 and cash balances at the end of the year have decreased to £18,795. The trustees are aware of the position and continue to monitor cash flow closely.


The charity actively monitors its costs and endeavours to ensure that it obtains the optimum value for money.

DAY TO DAY MANAGEMENT

The centre has a Board of Trustees, which meets approximately four times a year and Centre officers meet as circumstances dictate. Day to day management is administered through the Centre Manager with oversight by the Chair and Treasurer as necessary.

ON BEHALF OF THE BOARD


.....
Chair


.....
Treasurer

27/1/2023
.....
Date

28/1/2023
.....
Date

AGE CONCERN BISHOP'S STORTFORD
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted £	2022 Restricted £	Total Funds £	2021 Total Funds £
INCOMING RESOURCES					
Incoming Resources from Generated Funds					
Donations		3,665	-	3,665	20,430
Activities for Generating Funds	2	47,345	-	47,345	46,877
Investment Income	3	-	-	0	0
Incoming Resources from Charitable Activities					
Activities to further the Charity's Objectives (Page 8)	4	44,876	13,346	58,222	87,856
Total Incoming Resources		<u>95,886</u>	<u>13,346</u>	<u>109,232</u>	<u>155,163</u>
RESOURCES EXPENDED					
Charitable Activities					
Resources Used (Page 9)		60,150	1,500	61,650	67,203
Depreciation		1,862	0	1,862	2,930
Governance Costs		49,754	6,846	56,600	61,113
Total Resources Expended		<u>111,766</u>	<u>8,346</u>	<u>120,112</u>	<u>131,246</u>
Net Income/(Expenditure)		<u>-15,880</u>	<u>5,000</u>	<u>-10,880</u>	<u>23,917</u>

AGE CONCERN BISHOP'S STORTFORD
BALANCE SHEET
AS AT 31 MARCH 2022

	Notes	Unrestricted £	2022 Restricted £	Total Funds £	2021 Total Funds £
FIXED ASSETS					
Furniture, Plant & Machinery	7	10,552	0	10,552	12,414
CURRENT ASSETS					
Debtors: Amounts falling due within one year	8	942	0	942	2,164
Bank and Cash Balances		18,795	0	18,795	25,824
Total Resources Expended		<u>19,737</u>	<u>0</u>	<u>19,737</u>	<u>27,988</u>
CURRENT LIABILITIES					
Creditors: Amounts falling due within one year	9	4,850	0	4,850	4,083
NET CURRENT ASSETS		<u>14,887</u>	<u>0</u>	<u>14,887</u>	<u>23,905</u>
NET TOTAL ASSETS		<u>25,439</u>	<u>0</u>	<u>25,439</u>	<u>36,319</u>
FUNDS					
Funds brought forward		36,319	0	36,319	12,402
Surplus/(Deficit) for the year		-15,880	5,000	-10,880	23,917
TOTAL FUNDS CARRIED FORWARD		<u>20,439</u>	<u>5,000</u>	<u>25,439</u>	<u>36,319</u>

AGE CONCERN BISHOP'S STORTFORD
Notes to the Financial Statements for the year ending 31 March 2022

1. ACCOUNTING POLICIES

Accounting Conventions

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standards for Smaller Entities (effective January 2007), the Charities Act 1993 and the requirements of the Statement of Recommended Practice, Accountancy and Reporting by Charities.

Incoming Resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources Expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources.

Fixed Assets

Depreciation is provided at a rate calculated to write off each asset over its useful life.

Taxation

The charity is exempt from taxation on its charitable activities.

Fund Accounting

Unrestricted funds can be used in accordance with the charity's objectives and at the discretion of the Trustees.

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

2. ACTIVITIES FOR GENERATING FUNDS

	2022	2021
	£	£
Attendance Fees	50,495	17,178
Room Hire Charges	-	-
Services Provided	-	-
Others	-	29,699
	<u>50,495</u>	<u>46,877</u>

3. INVESTMENT INCOME

	2022	2021
	£	£
Deposit Account Interest	<u>-</u>	<u>-</u>

4. GRANTS RECEIVED

Included in **Activities to further the Charity's Objectives** are the following grants

	2022	2021
	£	£
Hertfordshire County Council	16,006	12,541
ACS Infection Control Grant	3,960	
Hertfordshire Community NHS Trust	1,500	
East Herts Council	11,000	10,000
Herts Community Foundation	4,756	9,634
Stansted Airport Trust		-
Funding BB Project		9,815
Community Lottery Funding		29,866
Bishop's Stortford Town Council	21,000	16,000
	<u>58,222</u>	<u>87,856</u>

AGE CONCERN BISHOP'S STORTFORD
Notes to the Financial Statements for the year ended 31 March 2022

5. TRUSTEES REMUNERATION AND BENEFITS

Trustees Remuneration

Trustees are not paid and do not receive any benefits

Trustees Expenses

Trustees can be reimbursed for expenses incurred in furthering the charity's objectives and activities. Any such expense is approved by two other trustees prior to payment

6. STAFF COSTS

	2022	2021
	£	£
Wages & Salaries	<u>56,520</u>	<u>61,098</u>

7. FIXED ASSETS

	2022	2021
	£	£
COST		
Brought Forward 1st April	35,286	30,293
Costs Capitalised	-	4,993
Disposals	-	-
Carried Forward 31st March	<u>35,286</u>	<u>35,286</u>
DEPRECIATION		
Brought Forward 1st April	22,872	19,942
Charge for year	1,862	2,930
Released on disposals	-	-
Carried Forward 31st March	<u>24,734</u>	<u>22,872</u>
Net Book Value 31st March	<u>10,552</u>	<u>12,414</u>

8. DEBTORS

	2022	2021
	£	£
Other Debtors (Due within one year)	<u>942</u>	<u>2,164</u>

9. CREDITORS

	2022	2021
	£	£
Other Creditors (Due within one year)	1,700	4,083
Deferred Income	<u>3,150</u>	<u>-</u>
	<u>4,850</u>	<u>4,083</u>

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
AGE CONCERN BISHOP'S STORTFORD (Charity Number 268579)**

I report on the accounts for the year ended 31st March 2022 set out on pages 4 – 7.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts and consider that an audit is not required this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under Section 145 of the Charities Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under Section 145(5)(b) of the Charities Act; and
- to state where particular matters have come to my attention.

Basis of Independent Examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. That 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 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.

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 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and to comply with the requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



26th January 2023

**D L A Sheppard BA (Hons), FCA
21 Avenue Road
Bishop's Stortford
Hertfordshire
CM23 5NT**