



Our Ref: B-ASC081/PRE201/JEN021/792554

8 May 2024

Mr S Heathcote
Ascot District Day Centre Trust
Chandler Centre
Bagshot Road
Sunninghill
Ascot
Berkshire
SL5 9PD

Dear Steven

Ascot District Day Centre Trust – Year End 31 December 2023

Please find attached the charity's accounts for the year ended 31 December 2023. I should be grateful if you would review the accounts and if satisfied please provide your approval by e-signing where indicated using our electronic signature system. Once you have signed, the system will automatically return the accounts to me so that we may add our firm's e-signature to the accountant's report.

When all parties have signed, you will receive an e-mail from the software confirming that the document has been executed and containing a link to view the document. **You should download a copy via the link and save on file for future reference – it may be difficult to retrieve a copy at a later date.**

If you have any queries, please do not hesitate to call.

Yours sincerely

Graham Jennings

Graham Jennings
Partner



INVESTOR IN PEOPLE

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ASCOT DISTRICT DAY CENTRE TRUST
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

ASCOT DISTRICT DAY CENTRE TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs C Bateson Mrs E Fletcher Mr R Oliver Mr S Heathcote Mr R Ellison Ms Y E Bruce Ms A Ross
Charity number	269845
Principal address	Chandler Centre Bagshot Road Sunninghill Ascot Berkshire SL5 9PD
Independent examiner	Kirk Rice LLP The Courtyard High Street Ascot Berkshire SL5 7HP

ASCOT DISTRICT DAY CENTRE TRUST

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ASCOT DISTRICT DAY CENTRE TRUST

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2023

The trustees present their annual report and financial statements for the year ended 31 December 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "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)" (effective 1 January 2019).

History, Objectives and Activities of the Charity

The Ascot District Day Centre was established in 1975 by Dr G Chandler, a local GP and other like-minded members of the community with the objective of promoting the welfare of the aged and the other inhabitants as the Trust shall determine, of the parishes of North Ascot, South Ascot, Sunninghill, Sunningdale and Winkfield. Membership is open to anyone without distinction over the age of 50.

The Ascot Day Centre is open to members from Tuesday to Friday each week. A transport service between members homes and the Centre is providing daily, morning and afternoon, by the Centre's two minibuses. A variety of activities and services are provided each day, including trips to local places of interest.

Public benefit

The trustees have discussed the issue of public benefit and are confident that the breadth and scope of the work that the Charity undertakes, as disclosed in this report, complies with Section 17 of the Charities Act 2011 and has due regard to the Charity Commissions general guidance on public benefit. The Charity is a public benefit entity.

Grant making policy

As policy, the Trust does not make grants.

Achievements and performance

The operations of the Trust are based at the Chandler Centre, Ascot, and consists of the one category of activity, that of the Ascot District Day Centre.

The Ascot District Day Centre uses the facilities of the Chandler Centre, the running costs and maintenance of which are paid by the Trust from Ascot District Day Centre funds.

The Ascot District Day Centre

The Ascot District Day Centre, prior to the Covid-19 pandemic operated daily, Monday to Friday, serving the elderly members of the community, who pay a small annual subscription which entitled them to have full use of the Centre and its amenities. As a result of the pandemic, the normal services provided by the Day Centre were initially very restricted, but are now almost back to pre-pandemic levels, currently open 4 days per week and planned to increase back to 5 days in 2024.

The Day Centre is staffed by 4 permanent part-time employees, who are in turn well supported by volunteers. Transport is provided for members between home and the Day Centre with the help of volunteer drivers. A hot lunch, freshly cooked on the premises, is provided each day at the Day Centre, together with refreshments throughout the day.

ASCOT DISTRICT DAY CENTRE TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Benefactors' Club

In Summer 2008 a Benefactors' Club was formed with a view to fund raising and improving the awareness of the Day Centre within the local community. Annual donations are sought from private and business members of the community and regular social events are held to foster friendship, a sense of community and to promote awareness of the latest Day Centre activities. This has been a highly successful initiative with currently over 120 Benefactors who play a significant role in our fund-raising activities.

Financial review

Reserves policy

Our experience of income loss during the Covid 19 pandemic (whilst many fixed costs remained) has driven our policy aim to maintain Reserves in the form of Unrestricted Funds less Fixed Assets, as a percentage of annual expenditure at the level of 100%.

At 31st December 2023, the Trust's Net Current Assets totalled £196,121. This as a percentage of total annual expenditure is 155%.

Investment policy

All monies raised by and on behalf of the Trust shall be applied to further the objectives of the Trust and for no other purpose.

The outsourced financial management service shall maintain proper accounts, which are independently examined annually by qualified accountants. Management accounts are submitted to the Board of Trustees at least quarterly.

The current investment policy as agreed by the Board of Trustees is for surplus funds to be held in bank deposit accounts and in the COIF Charities Deposit Fund, managed by CCLA.

Risk Management

The trustees have assessed the major risks to which the charity is exposed, in particular those related to operational and financial matters, and have set up appropriate procedures to reduce exposure to those risks.

Plans for future periods

The trustees intend that the existing manner in which the Day Centre runs and the services it provides will continue, providing a safe environment for our members. Improvements and repairs to the infrastructure, fixtures and fittings have been made to ensure high standards are maintained. Investment in our building is planned for 2024, to further improve facilities for members and to extend the administrative office area.

Staff are periodically sent on courses, to ensure that they keep up to date with changes and improvements in the welfare of the elderly, Health and Safety, Food Hygiene requirements etc.

Structure, governance and management

The existing constitution, which was prepared in 1975, has been reviewed by the trustees to ensure it meets current practice.

ASCOT DISTRICT DAY CENTRE TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Names of trustees:

From 1 January 2023 to the date of this report, the trustees of the Charity have been as shown:

Mrs C Bateson
Mrs E Fletcher
Mrs R Flanders (Resigned 6 March 2023)
Mr R Oliver
Mr S Heathcote
Mr R Ellison
Ms Y E Bruce
Ms A Ross

Trustee selection method:

The Charity's trustees are elected at each annual general meeting of the Trust or are co-opted by the extant trustees during the year.

The Trust Deed gives the trustees the power to apply all funds raised in such a manner as they think fit providing it is applied to further the objects of the Trust and for no other purpose. In this manner, the trustees will ensure that proper maintenance of the Trust's assets is undertaken and identify appropriate projects for the improvement of the welfare of its members.

The trust holds a Lease for 60 years from 1977 with the Royal Borough of Windsor & Maidenhead for the land on which our building sits, at a peppercorn rent. On 19 December 2019 the Cabinet of the Royal Borough of Windsor & Maidenhead approved the Surrender and Renewal of the Lease for Ascot Day Centre Trust for a term of 117 years at a peppercorn rent.

Negotiations over the new Lease are still ongoing.

Funds held as custodian trustee

The custodian trustees for the Charity during the period from 1 January 2023 to 31 December 2023 were:

- Mrs E Fletcher
- Mr J Upperton

Reference and Administrative Details

Registered Charity number:

269845

Registered in England and Wales

Principle Address

The Chandler Centre
Bagshot Road
Sunninghill
Ascot
Berkshire
SL5 9PD

Professional advisors:

- The Charity's bank is Barclays Bank plc, Leicester, LE87 2BB.
- The Charity's accountants are Kirk Rice LLP, Ascot.

ASCOT DISTRICT DAY CENTRE TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

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



.....
Mr S Heathcote

Trustee

Date: 09/05/2024
.....

ASCOT DISTRICT DAY CENTRE TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF ASCOT DISTRICT DAY CENTRE TRUST

I report to the trustees on my examination of the financial statements of Ascot District Day Centre Trust (the charity) for the year ended 31 December 2023.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. 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.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts 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.

Kirk Rice LLP

Kirk Rice LLP

The Courtyard
High Street
Ascot
Berkshire
SL5 7HP

Dated: 09/05/2024

ASCOT DISTRICT DAY CENTRE TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Income from:			
Donations and legacies	2	28,985	26,033
Charitable activities	4	25,362	16,237
Investments	3	1,442	395
Total income		55,789	42,665
<u>Charitable activities</u>			
Running of Day Centre	5	126,699	87,051
Net expenditure and movement in funds		(70,910)	(44,386)
Reconciliation of funds:			
Fund balances at 1 January 2023		278,735	323,121
Fund balances at 31 December 2023		207,825	278,735

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

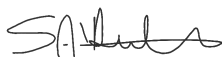
ASCOT DISTRICT DAY CENTRE TRUST

BALANCE SHEET

AS AT 31 DECEMBER 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	10		11,704		18,373
Current assets					
Debtors	11	42,563		39,160	
Cash at bank and in hand		157,374		221,956	
		199,937		261,116	
Creditors: amounts falling due within one year	12	3,816		754	
Net current assets			196,121		260,362
Total assets less current liabilities			207,825		278,735
The funds of the charity					
Unrestricted funds			207,825		278,735
			207,825		278,735

The financial statements were approved by the trustees on 09/05/2024



.....
Mr S Heathcote
Trustee

ASCOT DISTRICT DAY CENTRE TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

Charity information

Ascot District Day Centre Trust is a charitable trust.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements 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 the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

1.5 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 cost 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.

ASCOT DISTRICT DAY CENTRE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

(Continued)

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold land and buildings	5% on cost
Fixtures and fittings	20% on cost
Motor vehicles	25% on reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

Fixed assets grants

Specific grants for the purchase of fixed assets receivable from local governments are recognised when there is: 1) entitlement to the grant, 2) virtual certainty that it will be received and 3) sufficient measurability of the amount. Unspent grants are shown on the balance sheet as restricted funds.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Taxation

The charity is exempt from tax on its charitable activities.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.10 Retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

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

ASCOT DISTRICT DAY CENTRE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies (Continued)

1.12 Legacies

Pecuniary legacies are recognised as receivable once probate has been granted and notification has been received.

Residuary legacies are recognised as receivable once probate has been granted, provided that sufficient information has been received to enable valuation of the Charity's entitlement.

Reversionary interests involving a life tenant are not recognised due to the intrinsic uncertainties in valuing them.

2 Income from donations and legacies

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Donations and gifts	28,235	25,313
Grants receivable for core activities	750	720
	<u>28,985</u>	<u>26,033</u>

3 Income from investments

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Interest receivable	1,442	395
	<u>1,442</u>	<u>395</u>

4 Income from charitable activities

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Contributions towards transport costs	3,899	1,172
Gift Aid	3,412	2,409
Contributions towards food costs	18,051	12,656
	<u>25,362</u>	<u>16,237</u>

ASCOT DISTRICT DAY CENTRE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

5 Expenditure on charitable activities

	Running of Day Centre 2023 £	Running of Day Centre 2022 £
Direct costs		
Staff costs	54,041	32,202
Utilities	5,935	5,189
Insurance	2,306	2,606
Telephone	1,190	1,110
Postage and stationery	13	210
Office and premises expenses	3,233	3,742
Food costs	21,209	12,775
Motor running costs	9,046	6,091
Repairs and maintenance	4,057	7,600
Members' functions and activities	2,564	400
Cleaning	6,862	1,413
Depreciation	8,293	8,778
Other charitable expenditure	1,735	1,067
	<u>120,484</u>	<u>83,183</u>
Share of support and governance costs (see note 6)		
Governance	6,215	3,868
	<u>126,699</u>	<u>87,051</u>
Analysis by fund		
Unrestricted funds	<u>126,699</u>	<u>87,051</u>

6 Support costs allocated to activities

	2023 £	2022 £
Governance costs	<u>6,215</u>	<u>3,868</u>
Analysed between:		
Running of Day Centre	<u>6,215</u>	<u>3,868</u>

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

ASCOT DISTRICT DAY CENTRE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

8 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Total	5	2

Employment costs

	2023 £	2022 £
Wages and salaries	52,266	31,825
Other pension costs	1,775	377
	54,041	32,202

There were no employees whose annual remuneration was more than £60,000.

9 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

10 Tangible fixed assets

	Leasehold land and buildings £	Fixtures and fittings £	Motor vehicles £	Total £
Cost				
At 1 January 2023	23,167	85,800	55,118	164,085
Additions	-	1,624	-	1,624
At 31 December 2023	23,167	87,424	55,118	165,709
Depreciation and impairment				
At 1 January 2023	20,850	75,350	49,512	145,712
Depreciation charged in the year	1,159	5,733	1,401	8,293
At 31 December 2023	22,009	81,083	50,913	154,005
Carrying amount				
At 31 December 2023	1,158	6,341	4,205	11,704
At 31 December 2022	2,317	10,450	5,606	18,373

ASCOT DISTRICT DAY CENTRE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

11 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Other debtors	5,803	2,400
Prepayments and accrued income	36,760	36,760
	<u>42,563</u>	<u>39,160</u>

12 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	3,497	615
Other creditors	319	139
	<u>3,816</u>	<u>754</u>

13 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 January 2023 £	Incoming resources £	Resources expended £	At 31 December 2023 £
General funds	<u>278,735</u>	<u>55,789</u>	<u>(126,699)</u>	<u>207,825</u>
Previous year:	At 1 January 2022 £	Incoming resources £	Resources expended £	At 31 December 2022 £
General funds	<u>323,121</u>	<u>42,665</u>	<u>(87,051)</u>	<u>278,735</u>

14 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

15 Ultimate controlling party

The charity is controlled by the trustees.

16 Independent examination fee

The trustees agreed a fee of £1,500 excluding VAT (2022: £1,360) to be remunerated to the independent examiner.

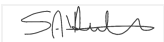
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D451EBBA-8167-4516-BA80-7B4D0B7D7F5D

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Transaction Type Signature Request	Filename 2024-05-08_-_Ascot_District_Day_Care_Centre_Trust_-_2023_Accounts_-_B-ASC081.pdf
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Executed At 09/05/2024 09:31 +01	Content Type application/pdf
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Distribution Method email	Original Checksum 9368bb5a469adda9b8e4a90fe68ca09f2593cce0ca52bf1506867aba6c49210e
Signed Checksum 544546e8d868229d5d822a58de5db76336dc517592126db58c3819fcf51a64c8	
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SIGNERS

SIGNER	E-SIGNATURE	EVENTS
Name Graham Jennings	Status signed	Viewed At 09/05/2024 09:30 +01
Email graham.jennings@kirkrice.co.uk	Multi-factor Digital Fingerprint Checksum 10a11df825d648315e767bfc4147227ef9d26ea8725a3e0dd361a33a49df5f2d	Identity Authenticated At 09/05/2024 09:31 +01
Signer Sequence 2	IP Address 148.252.128.21	Signed At 09/05/2024 09:31 +01
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	Typed Signature 	
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Name Steven Heathcote	Status signed	Viewed At 09/05/2024 07:15 +01
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SIGNER	E-SIGNATURE	EVENTS
Name Graham Jennings	Status signed	Viewed At 08/05/2024 16:21 +01
Email graham.jennings@kirkrice.co.uk	Multi-factor Digital Fingerprint Checksum 1eacf83ed2f95214b6d314682ad85eaa2071eff53129e1276550801fbed5978c	Identity Authenticated At 08/05/2024 16:21 +01
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AUDITS

TIMESTAMP	AUDIT
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