



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1<sup>st</sup> April 2020 Period start date To 31<sup>st</sup> March 2021 Period end date

Charity name: Southborough & High Brooms Age Concern

Charity registration number: 275874

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote the relief of elderly people in any manner which is now or hereafter may be deemed by the law to be charitable within the boundary of the Southborough Town Council and adjacent surrounding areas.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	It is no longer financially viable for us to run a Day Care Centre, as we have done in the past. The Charity has therefore donated a considerable sum to the local alms-houses and previously supported computer classes for the elderly in the Southborough area. We also look at grants for specific purposes for the elderly. Because of the Covid-19 pandemic we decided during the year to cease provision of the computer classes at "The Ark". In the light of changing circumstances, the Trustees now need to consider what provision should be made for the future.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have had regard to the guidance published by the Charity Commission and believe that all our activities are for the benefit of general elderly members of the public in our area of benefit.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
	Para 1.38	

Policy on social investment including program related investment		
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>Again, this year has been a quiet one for the Charity and we have not funded any new activities.</b></p> <p><b>As a result of the pandemic we have ceased to grant support computer classes for the elderly in the Southborough area, which took place at "The Ark" at Gallards in Southborough.</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	

Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>In line with our policy the value of our investments are gradually reducing and the proceeds being used towards the grants that we make.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>Now that we no longer run a Day Centre we do not need reserves and it is intended by the Trustees gradually to deplete the funds we hold, by the giving of grants.</b>
Amount of reserves held	Para 1.22	<b>We do not hold reserves as such.</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>The Charity's principal source of funds is income from investments. As the capital reduces we have to use more capital to support the making of grants.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>The investment objectives are to grow the fund as much as possible while producing some income towards the cost of the activities we support.</b>
A description of the principal risks facing the charity	Para 1.46	<b>Investment risk. There will come a time when the Charity may decide to liquidate the investments and to hold assets in cash only.</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution.</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Unincorporated Association.</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Trustees are appointed by the existing Trustee body. We anticipate that in the coming years the number of trustees will reduce.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Southborough & High Brooms Age Concern
Other name the charity uses	N/A
Registered charity number	275874
Charity's principal address	7 Batchelors Pembury Tunbridge Wells Kent, TN2 4ED.

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Robin Foster	Chairman		
2	Gerald Ray	Vice-Chairman		
3	Nigel Stratton	Treasurer		
4	Michael Wisdom			
5	Jo Marks			
6				
7				
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11				
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14				
15				
16				
17				
18				
19				
20				

### Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

### Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Financial	Robert Ayley	Professional Solutions Wealth Management Ltd, Little Boxgrove, Foxhole Lane, Hawkhurst, Cranbrook, Kent, TN18 5DT.

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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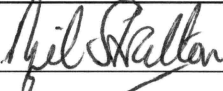
## Other optional information

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Nigel Morris Stratton	
Position (eg Secretary, Chair, etc)	Hon. Treasurer	
Date	2 <sup>nd</sup> January 2022.	

# **AGE CONCERN SOUTHBOROUGH AND HIGH BROOMS**

**Receipts and Payments Accounts**

**For the year ended 31 March 2021**

**Charity no: 275874**

**Redshield Business Solutions Ltd**

Suite 3, 1 – 3 Warren Court  
Park Road  
Crowborough  
East Sussex  
TN6 2QX



# **AGE CONCERN SOUTHBOROUGH AND HIGH BROOMS**

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**AGE CONCERN SOUTHBOROUGH AND HIGH BROOMS**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**

**AGE CONCERN SOUTHBOROUGH AND HIGH BROOMS**

I report to the trustees on my examination of the accounts of the Trust for the year ended 31 March 2021, which are set out on pages 2 to 5.

**Responsibilities and basis of report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 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 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:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act;  
or
2. the accounts do not accord with those records.

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 accounts to be reached.



Jenny Dinnage FCA  
Redshield Business Solutions Ltd  
Chartered Accountant

Suite 3, 1 – 3 Warren Court  
Park Road  
Crowborough  
East Sussex  
TN6 2 QX

Date: 21 January 2022

# AGE CONCERN SOUTHBOROUGH AND HIGH BROOMS

## RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 March 2021

	£	<u>2021</u>	£	£	<u>2020</u>	£
<b>UNRESTRICTED FUNDS</b>						
<b>RECEIPTS</b>						
<b>Investment income</b>						
Bank interest	141			15		
Donations received	-			-		
Sanlam – dividends and interest	<u>1,091</u>			<u>1,426</u>		
			1,232			1,441
<b>Sale of investments</b>			63,366			12,449
<b>Total receipts</b>			<u>64,598</u>			<u>13,890</u>
<b>PAYMENTS</b>						
Donations to Tunbridge Wells Age Concern	1,685			6,860		
Bank charges	69			60		
Independent examiner's fee	420			420		
LEI registration	78			78		
Investment manager's fees	<u>998</u>			<u>1,060</u>		
			3,250			8,478
<b>Purchase of investments</b>			63,651			9,813
<b>Total payments</b>			<u>66,901</u>			<u>18,291</u>
<b>Net receipts/(payments)</b>			(2,303)			(4,401)
<b>Cash funds brought forward</b>			<u>16,589</u>			<u>20,990</u>
<b>Cash funds carried forward</b>			<u>14,286</u>			<u>16,589</u>

**AGE CONCERN SOUTHBOROUGH AND HIGH BROOMS**  
**STATEMENT OF ASSETS AND LIABILITIES AS AT 31 March 2021**

	<u>Note</u>	<u>2021</u>	<u>2020</u>
		£	£
<b>UNRESTRICTED FUNDS</b>			
<b>Fixed assets</b>			
Investments		70,848	59,646
<b>Current assets</b>			
Cash at bank and in hand		<u>14,286</u>	<u>16,589</u>
		14,286	16,589
<b>Creditors: amounts falling due within one year</b>		<u>-</u>	<u>-</u>
<i>Net current assets</i>		<u>14,286</u>	<u>16,589</u>
<i>Net assets</i>		<u>85,134</u>	<u>76,235</u>
<b>Represented by:</b>	<b>2</b>		
Unrestricted funds		<u>85,134</u>	<u>76,235</u>
<i>Total funds</i>		<u>85,134</u>	<u>76,235</u>

The financial statements on pages 2 to 5 were approved by the trustees on 2<sup>nd</sup> January 2022 and signed on their behalf by:

Chairman



R A Foster

Treasurer



Nigel Stratton

**AGE CONCERN SOUTHBOROUGH AND HIGH BROOMS**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 March 2021**

1) **ACCOUNTING POLICIES**

In preparing the accounts the following accounting policies have been followed:

a) **Basis of accounting**

The accounts have been prepared on a receipts and payments basis with the exception that the investments are valued at market value. The accounts are in accordance with comply with the Charities (Accounts and Reports) Regulations issued under the Charities Act 2011.

b) **Investment income**

Investment income is recorded when received.

c) **Donations, legacies and similar income resources**

Donations, legacies and similar income resources are accounted for when received.

d) **Grants receivable**

Grants received are included in the accounts in the year to which they relate.

e) **Expenditure**

All expenditure is included on a receipts and payments basis. The charity is not registered for VAT and accordingly expenditure is shown gross of VAT.

f) **Investments**

Due to the significance of the charity's investments, the quoted investments have been valued at market value at 31 March 2021. Unrealised gains and losses are shown net in the note to the reserves.

**AGE CONCERN SOUTHBOROUGH AND HIGH BROOMS**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 March 2021**

**2) FUNDS**

<b>Unrestricted funds</b>	<b>Reserve fund</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
At 1 April 2020	76,235	76,235
Net movement on Receipts and Payments Account	(2,303)	(2,303)
Sale of investments	(63,366)	(63,366)
Cash purchase of investments	63,651	63,651
Non-cash purchase of investments	-	-
Realised and Unrealised profit/(loss) on investments	10,917	10,917
At 31 March 2021	<u>85,134</u>	<u>85,134</u>

The Reserve fund represents unrestricted funds which the Trustees are free to use in accordance with the charity's objectives.

# **AGE CONCERN SOUTHBOROUGH AND HIGH BROOMS**

**Receipts and Payments Accounts**

**For the year ended 31 March 2021**

**Charity no: 275874**

**Redshield Business Solutions Ltd**

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# AGE CONCERN SOUTHBOROUGH AND HIGH BROOMS

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**STATEMENT OF ASSETS AND LIABILITIES AS AT 31 March 2021**

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R A Foster

Treasurer



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**AGE CONCERN SOUTHBOROUGH AND HIGH BROOMS**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 March 2021**

**2) FUNDS**

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