



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

PURTON AND DISTRICT AGE CONCERN

On accounts for the year  
ended

31<sup>st</sup> MARCH 2020

Charity no  
(if any)

1026670

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and  
basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect,:

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

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

18/6/20

Name:

BRIAN WOODMAN

Relevant professional  
qualification(s) or body  
(if any):

Address:

6 WITFIELD CLOSE
PURTON
SWINDON SNS 4HB

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here details of any items that the examiner wishes to disclose.

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**Purton and District Age Concern**  
**Consolidated Income and Expenditure 2019/20**

	<u>Income</u>	<u>Expenditure</u>	<u>Surplus/Deficit</u>
Main Fund	£21,599.63	£21,462.18	£137.45
Minibus - Revenue	£5,864.10	£8,522.73	-£2,658.63
Minibus - Restricted	£3,349.41	£0.00	£3,349.41
	<u><b>£30,813.14</b></u>	<u><b>£29,984.91</b></u>	<u><b>£828.23</b></u>

**Purton and District Age Concern**  
**Income and Expenditure - 1st April 2019 to 31st March 2020**

**General Fund Only (excludes Minibus transactions)**

	<u>Income</u>	<u>Expenditure</u>	<u>Surplus / Deficit</u>
<b><u>1. Charitable Events</u></b>			
a. Outings	£4,864.00	£4,224.00	£640.00
b. Christmas Parties / Carols	£953.86	£906.74	£47.12
c. Christmas Vouchers	£0.00	£8,070.00	-£8,070.00
d. Tai Chi	£1,788.00	£1,639.98	£148.02
e. Less Able Summer Party	£0.00	£70.00	-£70.00
<b><u>2. Fundraising</u></b>			
a. 3B's	£1,654.05	£521.98	£1,132.07
b. Cards and Calendars	£1,267.00	£816.00	£451.00
c. Jumble Sales	£818.32	£112.00	£706.32
d. Coffee Morning	£1,009.81	£9.49	£1,000.32
e. Christmas Raffle	£1,526.00	£132.00	£1,394.00
f. Burns Night	£2,390.00	£1,043.04	£1,346.96
g. Market Stalls	£761.97	£40.50	£721.47
h. Village Party	£564.69	£199.07	£365.62
i. Quiz Night	£750.50	£484.78	£265.72
j. Redfest	£111.50	£0.00	£111.50
<b><u>3. Other Income / Expenditure</u></b>			
a. Donations	£2,933.52	£1,909.60	£1,023.92
b. Bank Interest	£206.41	£0.00	£206.41
<b><u>4. Other Costs</u></b>			
a. Meeting room hire	£0.00	£336.00	-£336.00
b. Insurance	£0.00	£440.00	-£440.00
c. Equipment purchased	£0.00	£298.86	-£298.86
d. Printing and Postage	£0.00	£80.20	-£80.20
e. Thank You gifts	£0.00	£75.00	-£75.00
f. Other	£0.00	£52.94	-£52.94

<b>£21,599.63</b>	<b>£21,462.18</b>	<b>£137.45</b>
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**Change in Funding**

	<b>Opening Balance</b>	<b>Change during Year</b>	<b>Closing Balance</b>
Savings Account	£27,470.85	£206.41	£27,677.26
Bank Account	£8,176.55	-£68.67	£8,107.88
Cash	£114.61	-£0.29	£114.32
	<b>£35,762.01</b>	<b>£137.45</b>	<b>£35,899.46</b>

Prepared by:



Andrew Capewell

Audited by:



Brian Woodman

**Purton and District Age Concern**  
**Treasurers Report 2019/20**

2019/20 has been an excellent financial year for the Charity and we are in surplus for the first time in three years. This is mainly due to a substantial increase in income of £2,206 (11.4%) and an increase in costs of just £1,114 (5.5%). The two-year high level results are as follows:

	<u>2019/20</u>	<u>2018/19</u>
Income	£21,599.63	£19,393.90
Expenditure	£21,462.18	£20,347.81
Surplus / Deficit	£137.45	-£953.91

The main areas for the increase in income were Donations, Burns Night, Christmas Raffle, Quiz Night and Coffee Morning. The key events with a comparison to last year are as follows:

	<u>2019/20</u>	<u>2018/19</u>	<u>Diff</u>
Christmas Raffle	£1,394	£1,026	£368
Burns Night	£1,347	£821	£526
3B's	£1,132	£1,075	£57
Coffee Morning	£1,000	£781	£219
Market Stalls	£721	£642	£79
Jumble Sales	£706	£797	(£91)
Outings	£571	£640	(£69)
Cards and Calendars	£451	£826	(£375)
Village Party	£365	£292	£73
Quiz Night	£266	N/A	£266
Redfest	£111	N/A	£111

Donations received were £774 (36%) up on last year at £2,933 - £1,913 were "In Memory of...", £280 from the Maharajah Tea Party and £740 from general donations. In addition, we received £400 towards the Christmas Parties from Age UK.

The value of £10 Christmas Vouchers given out decreased by £329.27 to £8,070 (807 Vouchers - 841 last year) - 87.1% of the vouchers issued were used (88.1% last year). In addition to the Vouchers we have made two significant donations during the year: £1,500 to Purton Surgery towards the cost of the automated front door and £409 to the Purton Lunch Club (provision of potatoes).

As expected the Tai Chi classes ran at a small surplus for the first time in over 5 years, going forward we expect this position to continue.

Interest on Savings account was £206.41, saving rates continue to be very low at this time, especially for Charity Accounts and will be even lower in the coming year.

The current year is going to be a financially challenging with all the fund raising events being cancelled due to Coronavirus, but we have sufficient savings to cover us. I have credit notes for all hall hires from the start of the Coronavirus which will be applied to future bookings later in the year.

**Andrew Capewell**  
**Treasurer**



# **MINI-BUS STATEMENT OF ACCOUNTS FOR YEAR ENDING MARCH 2020**

## **TRADING ACCOUNT**

### **INCOME**

Local trips etc.  
Trips to Daycare  
Lydiard Luncheon Club  
Purton Luncheon Club  
Cedars Amenities  
Donations  
Fuel Duty Rebate  
Interest Investment Account

£  
1607.90  
1069.00  
688.00  
1339.00  
226.50  
96.50  
471.49  
365.71

### **EXPENDITURE**

Arval - Diesel  
Service & repair to Tail Lifts  
Monthly checks - both buses  
Arval - Fuel Card Charge  
MOT Service and Repairs - Grey Bus  
Repairs to Grey Bus sliding doors  
Bodywork repairs - Grey bus  
Bodywork repairs - Blue bus  
Blue bus - oil change & recode keys  
Insurance excess payable on Grey bus repair  
CTA UK Membership  
DRB checks  
Insurance  
Co-ordinator's Allowance  
Renewal of Blue Badge permits

£  
1,772.24  
464.88  
600.00  
98.25  
400.16  
418.25  
549.99  
659.00  
166.79  
150.00  
80.00  
10.99  
3,012.18  
120.00  
20.00

**TOTAL**

5,864.10

**TOTAL**

8,522.73

**DEFICIT on TRADING**

-2,658.63

Less Depreciation charged in Year

-6,758.21

**LOSS ON YEAR**

-9,416.84

## **RESTRICTED FUNDS ACCOUNT**

Donation Purton Helping Hand Club 2677.00  
Donation Purton Darts League 200.00  
Donations in lieu of flowers - Barbara Wood 170.00  
Local Donations 302.41

3349.41

Income for year added to balance

0.00  
3349.41

Prepared By Guise (Treasurer)

Certified correct from documentation provided Edwin (Auditor)

# **MINI-BUS BALANCE SHEET YEAR ENDING MARCH 2020**

## **ASSETS**

	<u>2019/2020</u>	<u>2018/2019</u>
	£	£
<b>Mini-buses</b>		
Peugeot (HX18AXD)	31754.00	35,282.21
Renault (WA10 AUT)	3230.00	6460.00
<b>Lloyds TSB</b>		
General	2,406.30	5,430.64
Restricted	<u>3,622.20</u>	<u>272.79</u>
	6028.50	5,703.43
<b>Virgin B S. Investment</b>		
General	28174.10	27808.39
Restricted	<u>21385.42</u>	<u>21385.42</u>
<b>Restricted Fund Balance</b>	49559.52	49193.81
	<u>90572.02</u>	<u>96,639.45</u>
<b>2019/2020 Profit/Loss</b>		-9416.84
<b>2019/2020 Restricted Fund Income</b>		3349.41
		<u>90,572.02</u>

Prepared By.....*Quice*.....(Treasurer)

Certified correct from documentation provided.....*Barnon*.....(Auditor)

**PURTON & DISTRICT AGE CONCERN**  
Minutes of Extra-Ordinary AGM Meeting : Friday 6 November 2020

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**Agenda:**

- 1) Apologies
- 2) Minutes of last meeting
- 3) Treasures Report
- 4) Election of Officers

As a consequence of the coronavirus, Purton & District Age Concern have been unable to hold formal committee meetings or indeed a full AGM during 2020.

In light of this an extra-ordinary meeting was held virtually to finalise the committee's charity obligations.

**Present:**

Peter Berry (Chair)	Ali Bunce (Asst sec)	Colin Freemantle
Laura Phillips (V.Chair)	Arthur Griffin	Maureen Griffin
Andrew Capewell (Treasurer)	Liz Rushen	Jean Totterdell
Georgina Colman (Sec)	Mick Looker	Andy White
Tony Price (Pres.)	Sheila Price	Charlotte Griffin

**1. Apologies:**

Richard Parks		
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**2. Minutes of the last meeting:-**


The minutes were approved and signed by Peter: Proposed by Andrew, seconded by Georgina.


**3. Treasurer's report:**

See attached report from Andrew Capewell. The Treasurers report was approved by all.

**3. Election of Officers:**

All Officers agreed to stay in their current roles for another year and this was backed by all the committee members. Liz Rushen was also welcomed onto the Committee.

  
PETER BERRY  
CHAIRMAN.

  
G COLMAN  
SECRETARY