

Age Concern (Cowplain) (OPW) Committee

Charity No. 251915

Trustees' Report and Unaudited Accounts

30 June 2020

Age Concern Cowplain

The Trustees present their report with the unaudited financial statements of the charity for the year ended 30 June 2020.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity No. 251915

Principal Office

Borrow Day Centre

London Road

Cowplain

Hampshire

PO8 8DB

Trustees

The following Trustees served during the year:

David Allport

Sylvia Harris

Frances Kilby

Sandy Sanger

Ken White

(Resigned 12 March 2020)

Accountants

Stuart Hoare Chartered Accountants

87 London Road

Cowplain

Waterlooville

PO8 8XB

OBJECTIVES AND ACTIVITIES

The purpose of the charity as set out in its governing document, to promote the welfare of the aged in any manor which now or hereafter may deemed by law to be charitable within the Cowplain Ward and immediate vicinity.

The main activities undertaken in relation to those purposes with principal objective of providing services and facilities for the well being or the elderly in our ctachment area; comprising a lunch club (three days), keep fit, genealogy, ceramic painting, befriending service for the vulnerable elderly living in the cowplain ward and its surrounds.

ACHIEVEMENTS AND PERFORMANCE

We continue with our principal object of providing services and facilities for the well being of the elderly in the Cowplain area which has been extended to include Horndean and Clanfield areas through our befriending service. Referrals to this service come from a number of sources, such as Healthcare Professionals, Adult Services, Community Police, Relatives and Neighbours. With permission of the client our volunteers visit them and encourage then back into the community, We believe that early intervention can promote the well being of isolated older people in the community and help to alleviate the pressure on the Healthcare Specialists. Our Lunch clubs are popular providing a cooked meal and we have various sports activities and computer lessons and genealogy and bingo all of which encourage social interaction.

FINANCIAL REVIEW

The trustees consider the financial performance by the charity during the year to have been satisfactory. The charity has generated reserves which are held for the purpose of furthering the objectives of the charity, for the benefit of the those elderly persons within the area.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Model constitution adopted 26 June 1957 as amended 12 August 1980, 5 October 2000 & 20 October 2005
New trustees are recruited by the current committee from the community of Cowplain and surrounding areas.

Statement of trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The Trustees are responsible for keeping proper accounting records that 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 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the charity's trustees

Sandy Sanger
Trustee
08 October 2020

Independent Examiner's Report to the trustees of Age Concern (Cowplain) (OPW) Committee

I report to the trustees on my examination of the accounts of Age Concern (Cowplain) (OPW) Committee for the year ended 30 June 2020 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011('the Act'). The trustees consider that an audit is not required for this year under the Charities Act 2011, s.144(2) (the 2011 Act) and that an independent examination is needed.

I report in respect of my examination of the charity'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

I have completed my examination. I can 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:

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

Stuart Hoare
ICAEW
Stuart Hoare Chartered Accountants
87 London Road
Cowplain
Waterlooville

PO8 8XB
08 October 2020

Age Concern (Cowplain) (OPW) Committee
Statement of Financial Activities
for the year ended 30 June 2020

	Notes	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Income and endowments from:				
Donations and legacies	3	32,600	32,600	8,408
Charitable activities	4	29,337	29,337	39,841
Other trading activities	5	10,071	10,071	13,812
Investments	6	355	355	355
Total		72,363	72,363	62,416
Expenditure on:				
Charitable activities	7	15,398	15,398	21,485
Other	8	47,395	47,395	50,581
Total		62,793	62,793	72,066
Net gains on investments		-	-	-
Net income/(expenditure)	9	9,570	9,570	(9,650)
Transfers between funds		-	-	-
Net income/(expenditure) before other gains/(losses)		9,570	9,570	(9,650)
Other gains and losses				
Net movement in funds		9,570	9,570	(9,650)
Reconciliation of funds:				
Total funds brought forward		363,283	363,283	372,933
Total funds carried forward		372,853	372,853	363,283

Age Concern (Cowplain) (OPW) Committee

Balance Sheet

at 30 June 2020

Charity No. 251915		2020 £	2019 £
Fixed assets			
Tangible assets	11	298,091	299,016
		<u>298,091</u>	<u>299,016</u>
Current assets			
Debtors	12	-	711
Cash at bank and in hand		86,166	68,705
		<u>86,166</u>	<u>69,416</u>
Creditors: Amount falling due within one year	13	(11,404)	(5,149)
Net current assets		<u>74,762</u>	<u>64,267</u>
Total assets less current liabilities		<u>372,853</u>	<u>363,283</u>
Net assets excluding pension asset or liability		<u>372,853</u>	<u>363,283</u>
Total net assets		<u><u>372,853</u></u>	<u><u>363,283</u></u>
The funds of the charity			
Restricted funds	14		
Unrestricted funds	14		
General funds		372,853	363,283
		<u>372,853</u>	<u>363,283</u>
Reserves	14		
Total funds		<u><u>372,853</u></u>	<u><u>363,283</u></u>

Approved by the trustees on 08 October 2020

And signed on their behalf by:

Sandy Sanger

Trustee

08 October 2020

for the year ended 30 June 2020

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Statement of Recommended Practice: 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) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Fund accounting

Unrestricted funds These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.

Designated funds These are unrestricted funds earmarked by the trustees for particular purposes.

Revaluation funds These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.

Restricted funds These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

Income

Recognition of income Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.

Income with related expenditure Where income has related expenditure the income and related expenditure is reported gross in the SoFA.

Donations and legacies Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.

Tax reclaims on donations and gifts Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.

Donated services and facilities These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.

Volunteer help The value of any volunteer help received is not included in the accounts.

Investment income This is included in the accounts when receivable.

Gains/(losses) on revaluation of fixed assets This includes any gain or loss resulting from revaluing investments to market value at the end of the year.

Gains/(losses) on investment assets This includes any gain or loss on the sale of investments.

Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

Taxation

The charity is exempt from tax on its charitable activities.

Tangible fixed assets and depreciation

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Freehold property	0% No depreciation provided
Plant and Machinery	20% straight line

Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 Statement of Financial Activities - prior year

	Unrestricted funds 2019 £	Total funds 2019 £
Income and endowments from:		
Donations and legacies	8,407	8,407
Charitable activities	40,184	40,184
Other trading activities	13,470	13,470
Investments	355	355
Total	<u>62,416</u>	<u>62,416</u>
Expenditure on:		
Charitable activities	21,485	21,485
Other	50,581	50,581
Total	<u>72,066</u>	<u>72,066</u>
Net income	<u>(9,650)</u>	<u>(9,650)</u>
Net income before other gains/(losses)	(9,650)	(9,650)
Other gains and losses:		
Net movement in funds	<u>(9,650)</u>	<u>(9,650)</u>
Reconciliation of funds:		
Total funds brought forward	372,934	372,934
Total funds carried forward	<u><u>363,284</u></u>	<u><u>363,284</u></u>

3 Income from donations and legacies

	Unrestricted £	Total 2020 £	Total 2019 £
Donations	4,255	4,255	5,579
Grants	25,500	25,500	-
Membership fees	2,845	2,845	2,829
	<u>32,600</u>	<u>32,600</u>	<u>8,408</u>

4 Income from charitable activities

	Unrestricted	Total 2020	Total 2019
	£	£	£
Lunch club takings	14,577	14,577	16,461
Lunch club contributions	1,216	1,216	2,503
Befriending	3,645	3,645	6,337
Various clubs and groups	9,899	9,899	14,540
	<u>29,337</u>	<u>29,337</u>	<u>39,841</u>

5 Income from other trading activities

	Unrestricted	Total 2020	Total 2019
	£	£	£
Fundraising sales and events	390	390	540
Rental of building	9,681	9,681	13,272
	<u>10,071</u>	<u>10,071</u>	<u>13,812</u>

6 Income from investments

	Unrestricted	Total 2020	Total 2019
	£	£	£
Bank interest on savings	355	355	355
	<u>355</u>	<u>355</u>	<u>355</u>

7 Expenditure on charitable activities

Expenditure on charitable activities

	Unrestricted	Total 2020	Total 2019
	£	£	£
Lunch club takings	891	891	2,360
Lunch club contributions	7,884	7,884	12,114
Befriending	6,623	6,623	7,011
<i>Governance costs</i>			
	<u>15,398</u>	<u>15,398</u>	<u>21,485</u>

8 Other expenditure

	Unrestricted	Total 2020	Total 2019
	£	£	£
Employee costs	29,013	29,013	31,003
Motor and travel costs	684	684	841
Premises costs	12,375	12,375	14,674
Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets	925	925	925
General administrative costs	3,618	3,618	2,398
Legal and professional costs	780	780	740
	<u>47,395</u>	<u>47,395</u>	<u>50,581</u>

9 Net income/(expenditure) before transfers

	2020	2019
	£	£
This is stated after charging:		
Depreciation of owned fixed assets	925	925

10 Staff costs

Salaries and wages	<u>29,013</u>	<u>31,003</u>
	<u>29,013</u>	<u>31,003</u>

No employee received emoluments in excess of £60,000.

The average monthly number of full time equivalent employees during the year was as follows:

	2020	2019
	Number	Number
Administration	<u>2</u>	<u>2</u>
	<u>2</u>	<u>2</u>

11 Tangible fixed assets

	Land and buildings	Plant and Machinery	Total
	£	£	£
Cost or revaluation			
At 1 July 2019	<u>295,804</u>	<u>31,956</u>	<u>327,760</u>
At 30 June 2020	<u>295,804</u>	<u>31,956</u>	<u>327,760</u>
Depreciation and impairment			
At 1 July 2019	-	28,744	28,744
Depreciation charge for the year	-	925	925
At 30 June 2020	<u>-</u>	<u>29,669</u>	<u>29,669</u>
Net book values			
At 30 June 2020	<u>295,804</u>	<u>2,287</u>	<u>298,091</u>
At 30 June 2019	<u>295,804</u>	<u>3,212</u>	<u>299,016</u>

Age Concern (Cowplain) (OPW) Committee
Notes to the Accounts

12 Debtors

	2020	2019
	£	£
Trade debtors	-	711
	<u>-</u>	<u>711</u>

13 Creditors:
amounts falling due within one year

	2020	2019
	£	£
Trade creditors	2,119	3,220
Other taxes and social security	-	1,259
Other creditors	8,615	-
Accruals and deferred income	670	670
	<u>11,404</u>	<u>5,149</u>

14 Movement in funds

	At 1 July 2019	Incoming resources (including other gains/losses) £	Resources expended £	At 30 June 2020 £
Restricted funds:				
Unrestricted funds:				
General funds	363,283	72,363	(62,793)	372,853
Revaluation Reserves:				
Total funds	<u>363,283</u>	<u>72,363</u>	<u>(62,793)</u>	<u>372,853</u>

15 Analysis of net assets between funds

	Unrestricted funds £	Total £
Fixed assets	298,091	298,091
Net current assets	74,762	74,762
	<u>372,853</u>	<u>372,853</u>

16 Reconciliation of net debt

	At 1 July 2019 £	Cash flows £	New HP/Finance leases £	At 30 June 2020 £
Cash and cash equivalents	68,705	17,461		86,166
	<u>68,705</u>	<u>17,461</u>	-	<u>86,166</u>
Net debt	<u>68,705</u>	<u>17,461</u>	-	<u>86,166</u>

Age Concern (Cowplain) (OPW) Committee

Statement of Cash flows

for the year ended 30 June 2020

	2020 £	2019 £
Cash flows from operating activities		
Net income/(expenditure) per Statement of Financial Activities	9,570	(9,650)
Adjustments for:		
Depreciation of property, plant and equipment	925	925
Dividends, interest and rents from investments	(355)	(355)
Decrease/(Increase) in trade and other receivables	711	(343)
Increase in trade and other payables	6,255	516
Net cash provided by/(used in) operating activities	<u>17,106</u>	<u>(8,907)</u>
Cash flows from investing activities		
Dividends, interest and rents from investments	355	355
Net cash from/(used in) investing activities	<u>355</u>	<u>(1,828)</u>
Net cash from financing activities	<u>-</u>	<u>-</u>
Net increase/(decrease) in cash and cash equivalents	17,461	(10,735)
Cash and cash equivalents at the beginning of the year	68,705	79,441
Cash and cash equivalents at the end of the year	<u>86,166</u>	<u>68,706</u>
Components of cash and cash equivalents		
Cash and bank balances	86,166	68,705
	<u>86,166</u>	<u>68,705</u>

Age Concern (Cowplain) (OPW) Committee
Detailed Statement of Financial Activities
for the year ended 30 June 2020

	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Income and endowments from:			
Donations and legacies			
Donations	4,255	4,255	5,579
Grants	25,500	25,500	-
Membership fees	2,845	2,845	2,829
	<u>32,600</u>	<u>32,600</u>	<u>8,408</u>
Charitable activities			
Lunch club takings	14,577	14,577	16,461
Lunch club contributions	1,216	1,216	2,503
Befriending	3,645	3,645	6,337
Various clubs and groups	9,899	9,899	14,540
	<u>29,337</u>	<u>29,337</u>	<u>39,841</u>
Other trading activities			
Fundraising sales and events	390	390	540
Rental of building	9,681	9,681	13,272
	<u>10,071</u>	<u>10,071</u>	<u>13,812</u>
Investments			
Bank interest on savings	355	355	355
	<u>355</u>	<u>355</u>	<u>355</u>
Total income and endowments	72,363	72,363	62,416
Expenditure on:			
Charitable activities			
Lunch club takings	891	891	2,360
Lunch club contributions	7,884	7,884	12,114
Befriending	6,623	6,623	7,011
	<u>15,398</u>	<u>15,398</u>	<u>21,485</u>
Total of expenditure on charitable activities	15,398	15,398	21,485
Employee costs			
Salaries/wages	29,013	29,013	31,003
	<u>29,013</u>	<u>29,013</u>	<u>31,003</u>
Motor and travel costs			
Travel and subsistence	684	684	841
	<u>684</u>	<u>684</u>	<u>841</u>
Premises costs			
Rates	2,538	2,538	169
Light, heat and power	4,251	4,251	4,024
Premises cleaning	1,180	1,180	1,473

Age Concern (Cowplain) (OPW) Committee
Detailed Statement of Financial Activities

Premises repairs and maintenance			4,406	4,406	9,008
			<u>12,375</u>	<u>12,375</u>	<u>14,674</u>
General administrative costs, including depreciation and amortisation					
Depreciation of Plant and Machinery			925	925	925
General insurances			1,162	1,162	1,141
Information and publications			993	993	165
Stationery and printing			195	195	27
Sundry expenses			602	602	399
Telephone, fax and broadband			666	666	666
			<u>4,543</u>	<u>4,543</u>	<u>3,323</u>
Legal and professional costs					
Accountancy and bookkeeping			780	780	740
			<u>780</u>	<u>780</u>	<u>740</u>
Total of expenditure of other costs			<u>47,395</u>	<u>47,395</u>	<u>50,581</u>
Total expenditure			<u>62,793</u>	<u>62,793</u>	<u>72,066</u>
Net gains on investments			-	-	-
			<u>9,570</u>	<u>9,570</u>	<u>(9,650)</u>
Net income/(expenditure)					
Net income/(expenditure) before other gains/(losses)			<u>9,570</u>	<u>9,570</u>	<u>(9,650)</u>
Other Gains			-	-	-
			<u>9,570</u>	<u>9,570</u>	<u>(9,650)</u>
Net movement in funds					
Reconciliation of funds:					
Total funds brought forward	363,283	-	-	363,283	372,933
Total funds carried forward	<u>372,853</u>	<u>-</u>	<u>-</u>	<u>372,853</u>	<u>363,283</u>