



Rotherfield St Martin

Inspiring our community to care for one another



*A Community that Cares for one Another*

# Trustees' Annual Report and Financial Statements 2019/20

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*The trustees of Rotherfield St Martin have pleasure in presenting their annual report and independently examined financial statements of the charity for the year ending 31 August 2020*

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*“A Year Like No Other”*

# STRUCTURE GOVERNANCE & MANAGEMENT

## Trustees:

There must be a minimum of 4 and a maximum of 8 charity trustees. The following served as charity trustees during the year:

Leon Steer	Chair (re appointed 4 Feb 2019)
Teresa Lipson	Trustee (appointed 2 Aug 2016 - retired 24 Feb 2020)
Jo Evans	Trustee (re appointed 2 Mar 2020)
Sue Taylor	Trustee (appointed 4 Feb 2019)
Mark Howard	Trustee (appointed 4 Feb 2019)
John O'Connor	Trustee (appointed 4 Feb 2019)
Elaine Fraser	Trustee (appointed 14 Jul 2020)

## Charity Manager: (previously titled CEO)

Mrs V Cheeseman (1 Feb 2018) until present

## Charity Number:

1168555

## Registered Address:

RSM Centre  
Memorial Institute  
North Street  
Rotherfield  
East Sussex  
TN6 3LX

## Independent Examiner:

Mr G Khan (ACMA)  
G3J Limited  
32 Abinger Drive  
Redhill  
Surrey  
RH1 6SY

## Bankers:

National Westminster Bank

## SUMMARY

The Charitable Incorporated Organisation (CIO) was established 2 August 2016 and assumed the responsibilities and obligations previously carried out by the Charity also known Rotherfield St Martin (registered number 1119458). The charity has adopted the 'Association' model, having voting members other than charity trustees.

An Annual Meeting (AGM) must be held at intervals of not more than 15 months and is open to all members of the CIO.

At each AGM a person appointed/reappointed as a charity trustee by the members of the CIO, shall retire at the conclusion of the third annual general meeting following the AGM at which they were last appointed/reappointed, unless such person has been proposed at that AGM for reappointment as a charity trustee by the members of the CIO and the members of the CIO have duly approved that proposal and, if so, such person shall continue as a charity trustee.

The members or the charity trustees may appoint a new charity trustee at any time and if the latter, such charity trustee shall retire at the next AGM unless appointed/reappointed as stated above.

New charity trustees are provided with a copy of the Deed (Constitution dated 2/8/2016) together with any amendments made to it and a copy of the charity's latest report and accounts. They must also acknowledge their acceptance of the office of trustee.

There are four Board Meetings a year which are attended by staff and trustees and an annual planning day to review progress against objectives. All staff and trustees are fully vetted before they are appointed.

### **Our Objectives:**

The objectives of the CIO are to promote for the benefit of the inhabitants of Rotherfield, East Sussex and the surrounding area, the provision of facilities for welfare, recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

### **Our Vision:**

A community where every older person in Rotherfield and surrounding areas, enjoys a secure and enjoyable third age.

### **Our Mission:**

To prevent isolation and loneliness among older people by building a strong and supportive community.

### **Our Values:**

Community Led  
Person Centred  
Inclusive  
Innovative & Flexible  
Collaborative  
Create fun  
Making the ordinary extraordinary

# ROTHERFIELD ST MARTIN - STRATEGY SNAPSHOT 2017 - 2022

Our Vision - a community where every older person in Rotherfield and surrounding areas enjoys a secure and enjoyable third age



## What we want

To be compliant and sustainable



Have accurate data to provide targeted services



To be well regarded and supported with a robust membership and volunteer base



Work in partnership with organisations that support older people to develop a model which can be shared



## Our Mission

**Prevent isolation and loneliness among older people by building a strong and supportive community**



## What we will do

Develop, document and evaluate a sustainable organisation with an embedded fundraising strategy

Community audit to enable us to design and implement and evidence program to meet the needs and wishes of the community

Raise and maintain our profile in the community and the surrounding areas

Share RSM nationally connecting with organisations, stakeholders and policy makers

# RSM

Rotherfield St Martin

Inspiring our community to care for one another

## OUR IMPACT - PERFORMANCE AGAINST OUR OBJECTIVES

It has been a year of two halves with September to February being very much business as usual. Looking at the first half of the year, staff and trustees worked together to ensure that relevant and robust policies are in place to ensure continued good governance of the charity.

We have also worked hard to establish a fundraising plan to ensure that we continue to be financially viable. With no statutory funding available to us, we are always looking to broaden our fundraising streams, and this year we were delighted to receive a donation from a new corporate donor who wishes to support our work, as their objectives are to enhance and improve the lives of older people. We have also ensured that we have a detailed budget forecast so that we can be really focussed upon our fundraising work. In essence we have continued to streamline all operations to make us as efficient as possible, ensuring that the majority of our time can be spent meeting the needs of our members and spending time with them to combat isolation and loneliness, rather than spending time on unnecessary paperwork and processes.

We have continued to listen to our members so that we are aware of and in tune with their needs. Many of our members have highlighted the need for physical exercise to support good mobility, so we have made this high on the agenda, having four exercise classes: hydrotherapy, seated Pilates, aerobic exercise and gentle seated movement. Singing is also high on the agenda and with inspiration from a local choir master, we now have our own singing group for all abilities, with the focus very much on enjoyment and health and wellbeing.

At the start of the year we had twelve well attended weekly clubs running to support both physical and mental health, we enjoyed monthly trips out to places of interest in Kent and East Sussex and we offered a daily drop in service at our office, with the overall aim as always, to combat isolation and loneliness and to keep our community connected. In short, our centre was vibrant and lively with the sound of laughter ringing through our corridors.

However on 16 March 2020, life changed dramatically for all of us and we had to adapt quickly to meet the needs of not only our members but our whole community.

Since a water crisis two years ago, we have become the 'go to' place in our community where people turn for help and where people offer help, so it was only natural that we would offer a whole community response to COVID-19.

Many of our volunteers are over the age of 70 and were instructed by the Government to stay at home, we therefore had to reach out to our community to find additional volunteers that could support us. We were joined by 40 local volunteers that enabled us to place a volunteer



into every street and rural country lane across our community, with our team of staff to support them. This body of volunteers are called 'Parish Pals' and they have been invaluable to our charity and community as a whole. We have also worked in partnership with local organisations to find practical solutions, share ideas and support one another.

Rotherfield Parish Council have been particularly supportive, ensuring that information about our COVID Support programme has been communicated quickly and efficiently. In total we have offered support to 1,315 households across our community, providing both practical and emotional support.

## OUR IMPACT - ACHIEVEMENTS

### A year like no other...

This year has undoubtedly been like no other in the history of our charity. Our mission has always been to combat isolation and loneliness, so we knew as lockdown was announced the difficulties that lay ahead. We have strong foundations within our community so were very quickly able to respond to the crisis. With our membership database we were able to identify older residents that would require practical support and used our social media and local networks to reach out to others. We had a clear plan to support both emotional and practical needs. What was important to us is that our community became resilient and we did this by inspiring our community to care for one another. We have remained very visible throughout the last year so that every resident has known how and where to ask for help.

### Keeping in touch with our community

Mindful that many of our members do not have digital access, since March we have ensured that the phone is answered 7 days a week and have started a monthly newsletter for members to keep them updated on all our activities. We have made hundreds of regular telephone calls, visited members on doorsteps and held many meetings via Zoom. To reach out to our wider community, we have been very visible across our social media platforms and have even taken to local Radio. The impact of this has been that we have been able to reach many people via their preferred mode of communication, ensuring that everyone has been kept informed and that no one has slipped through the net. However we are aware that many older people are perhaps disadvantaged during this crisis by not being digitally connected. Information takes longer to reach them, and they are not able to connect with wider networks, we are therefore looking to support more older people to 'get on line' to address this issue.





## Finding Solutions

When our clubs had to close, we became creative, finding ways of combating isolation and loneliness by other means. A new initiative born out of lockdown is 'Treat Tuesday', which has become very popular. When our village Lunch Club for older folk had to close, we decided to take matters into our own hands and to provide a meal a fortnight, to a majority of its attendees. Since then we have delivered fresh fruit during the summer months and home baked cakes during the winter months. All treats are delivered by volunteers, and these visits have become extremely important to many of the recipients. In particular our younger volunteers have been part of the 'Treat Tuesday' team and they themselves have been proud to be able to support their community during lockdown.



**Left and Right:** Young volunteers delivering regular treats to people isolating

## Making a Difference

We made the important decision to not furlough any staff as we knew that the whole team would be required, to be able to respond quickly and efficiently to the varying needs of our whole community. There were many practical issues to solve but first and foremost combating isolation and loneliness was our key objective. Staff and longstanding volunteers were organised quickly to make friendship calls to our members, whilst our Parish Pal volunteers

responded to the practical needs of our community to include food shopping and delivering prescriptions for people who were ill, shielding or self isolating.

Working with local supermarkets we were able to offer essential food parcels across our community and delivered approximately 5 tonnes of food over six months, across our community, to include vulnerable households and key workers.

We have worked with local schools to inspire intergenerational projects such as 'Parish Pen Pals' and have created a 'Parish Pals App' to provide local information to local people, which in turn has supported our local businesses. We have also worked with health professionals to ensure the welfare and safety of our community.

This year we have become the centre for our community, where local people can share and implement community solutions and connect with one another in a way that has not happened before. We are immensely proud that our charity has been at the heart of supporting and connecting our community.



## *“Together we are stronger”*

### HERE IS WHAT OUR COMMUNITY HAS TO SAY...

I am very impressed how the team at the office have enlisted so many helpers in the crisis.

With all good wishes and thanks for all that you do in the village to make people's lives happier.

It has been a strange year, but the community spirit, of which RSM plays a huge part, has been very lovely. A lot of goodness, kindness and neighbourly wellbeing has been generated in Rotherfield and I am happy that I live here.  
Keep up the good work.

Such a joy to speak to someone who is always cheerful at the end of the phone.

We are so very blessed to have you, especially these days.



# OUR VALUES IN ACTION

## Community Led

We put out a call to action to our community and 40 new volunteers stepped forward to help. We called this response 'Parish Pals'. A Pal can be found in every street across our community, right from its centre to the rural country lanes, so that everyone feels connected. We fostered a community response to the national crisis, empowering and enabling volunteers to support their community.



## Person Centred and Inclusive

Lockdown affected people in many different ways. We listened to our members so that we could in small ways, make lockdown easier. We realised that people's lockdown experiences were different and changeable so put in place companions and professional support where needed. We have visited many people who live alone on a regular basis so that they have the opportunity for conversation and friendship.



## Innovative & Flexible

We thought of different ways to reach out and communicate with our older residents, including working with local school children to set up a Pen Pal project. We worked with four local schools who were thrilled to be able to reach out in this way. Our new Parish Pal App provides local information for local people 24 hrs a day and our new 7 day a week telephone service means that no one need feel alone in our community.



**Top:** Parish Pal Volunteers across the community

**Middle:** Doorstep friendship for people who live alone

**Bottom:** Parish Pen Pals - children writing to older residents



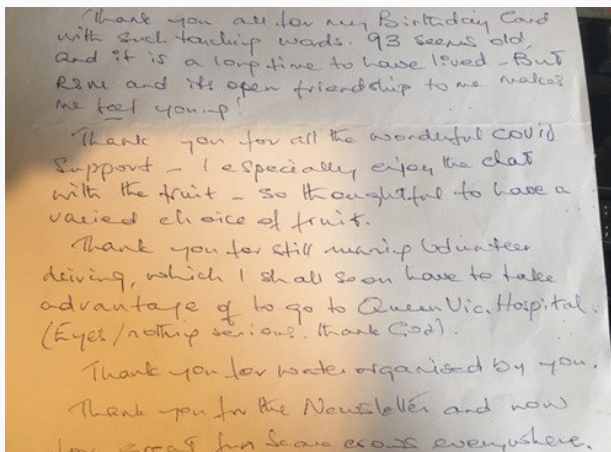
### Collaborative

Working in partnership with others has been vital this year. Our Parish Council have supported us both with practical and financial support, local businesses have also played a key part in helping us to reach out to our community and our local PCSO has worked with us to identify and keep safe vulnerable members of our community. We have also worked with our local pharmacy to collect and deliver prescriptions to those that are unwell, isolating or shielding.



### Create Fun

We had much to celebrate in the year. VE Day although not the day we had originally planned, really helped to raise the spirits of the community. We promoted and took part in all village initiatives and gave support where needed to help people join in. One such initiative that we promoted in our community was a Scarecrow trail which delighted both young and older residents alike.



### Making the ordinary extraordinary

Loneliness and isolation can have a huge detrimental impact upon people's lives and COVID 19 has forced many people into that situation. Our ethos therefore is to go that extra mile, showing love and compassion to really make a difference. It is often the little things that make someone feel respected, valued, and connected.

We believe in fostering a sense of togetherness and taking time to get to know our members to form genuine and meaningful relationships. This year because of the lockdown we have had the opportunity of getting to know more of our community, which in turn has helped us to form even stronger relationships and partnerships which makes us stronger now and for the future.



## ALL CHANGE

During the last twelve months whilst the national pandemic has been affecting the whole country, we have had some internal changes within our staff team. Originally a team of five, during lockdown three members of the team moved on, due to a house move and other work commitments. Recruiting during a National lockdown was challenging, however we were able to realign our workload and recruit two new members of staff who bring with them a wealth of experience of the charity sector. Interestingly the new RSM team all live within one mile of our Centre, so have an abundance of local knowledge and therefore can respond quickly to our communities needs.



Vicky Cheeseman, Charity Manager



Sarah Jones, Charity & Marketing Coordinator



Iona Baily, Volunteer & Dementia Coordinator



Fiona Wilson, Charity Secretary

## WHAT HAVE WE LEARNT THIS YEAR?

### Care for the Carers

All staff have attended training to support carers, so we are aware of their daily struggles, however during COVID lockdown we quickly became aware that people living with dementia and loved ones that cared for them, were particularly struggling as many of the support services that they rely upon were not available. In fact the Alzheimer's Society reported that:

**“95% of family carers said extra caring hours had negatively impacted their physical or mental health, with 69% of over 1,000 people the charity spoke to reporting feeling constantly exhausted, 64% feeling anxious, 49% feeling depressed, and 50% developing problems sleeping. 14% had no time to see a GP about a health problem, and more than one in ten (13%) said they'd had an injury from caring”**

We therefore set up a group called 'Time to Talk' so that carers can come together and build a network of support and friendship. This group is led by our Dementia Coordinator and although it is in its infancy, our members have already remarked that they find it invaluable as they can share how they are feeling and importantly, they feel that they are not alone. Our Dementia Coordinator also calls our carers regularly for one to one chats and to offer a listening ear.





# OUR WORK IN NUMBERS

## IN THE LAST 12 MONTHS ROTHERFIELD ST MARTIN HAVE...



Delivered  
560 prescriptions



Made  
3,750 friendship  
calls



Delivered  
1,650 food parcels  
and treats



Answered over  
1,000 phone  
enquiries



Made  
240 shopping trips



Made 870  
doorstep  
friendship visits

**RSM**  
Rotherfield St Martin

We have estimated that our volunteers and staff have volunteered a record **7,400** hours in the last year which equates (at an average minimum wage) to **£63,750**

## FUNDRAISING

### Trusts

We received grants from a number of trusts both local and further afield. Many of these grants were made in response to the COVID crisis. We also received grants from Trusts who have continued to support our work for a number of years. These grants not only enabled us with our core aim to combat isolation and loneliness but to also broaden our scope for support across our whole community in a number of ways. The total grant figure received was an increase of **120%** on the previous year.

### Legacies

We did not receive any legacies within the year we did however receive in memoriam donations from the funerals of three of our members, whose families wished to support our work, as we had supported their loved ones in their final years. We are particularly blessed to receive such donations as they demonstrate the recognition of the part that we play in the lives of our members.

### Donations

We received both regular monthly donations and one-off donations in recognition of the support that we give to our community. The total received in the year was **£21,173**, which is an increase from the previous year. We also received a corporate donation from a new donor who supports people in later life, recognising an affiliation between our work, which they wish to support

### Events

We were unable to hold any physical fundraising events which are traditionally held during the warmer months, however a local supporter of our charity and garden nursery owner Morag, held a pop up plant sale to raise funds to enable us to enter the Big Give Christmas Challenge 2020. Morag raised funds of **£1,500** to pledge towards the campaign. Morag raised funds in memory of her late father who was an enthusiastic member of our Charity, joining in with all that we had to offer. Morag won a Wealden Local Hero Award for her fundraising during the Spring lockdown.



**Above:** Key fundraiser Morag with her pop-up stall

THANK YOU

## OUR SUPPORTERS

*We are immensely grateful to those that support our work. This year we received financial support from:*

Action in Rural Sussex (AIRS)  
Allen Lane Foundation  
Argus Appeal  
Brian Mitchell Charitable Trust  
CAF  
Chances4Change  
East Sussex Police  
Ernest Kleinwort Trust  
John Armitage  
Littledown Trust  
Masonic Charitable Foundation  
Mrs A Lacey Tate Trust  
Neighbourly

Rotherfield Parish Council  
Smith and Fermor Charity  
Sport England  
Sussex Community Foundation  
Tesco's Bag of Help  
The Homity Trust  
The Lynn Foundation  
The National Lottery  
The Wakeham Trust  
Waitrose Green Token  
Wealden District Council  
WRAP

A large percentage of grants and donations received were in response to the COVID pandemic and were short term restricted grants to support our loss of income and to enable us to remain open throughout the pandemic and continue to support our community, particularly our older residents for were isolated for long periods of time.

Other grants were used for specific projects (as well as core costs) including:

- Providing winter transport
- Training for volunteers
- Support people living with dementia
- To provide stimulating and enjoyable activities

We are also extremely grateful for the goods received in kind from food outlets; Morrison's, Cook, Lidl's, Tesco's and Marks and Spencer's in support of our Feed it Back scheme and business support received from Adam Miller of Atomicity for our website, Parish Pals information app, branding and design.

## ROTHERFIELD ST MARTIN ACCOUNTS FOR THE YEAR ENDED AUGUST 2020

Rotherfield St Martin returned a surplus of £16,444 in the financial year compared to a surplus of £968 in the previous year.

**Reserves** are needed to bridge the gap between the spending and receiving of resources and to cover unplanned emergency repairs and other planned future expenditure. The reserves at the end of the year were reported as £71,569.

**Income** for the year was £103,030, which was £17,067 higher than the previous year. This was mainly due to grant income which at £53,591 showed an increase of £23,902 on the previous year. Additionally £14,307 COVID related funding was received in the year reflecting the willingness of donors to help in these trying circumstances. Other fundraising however was £3,978 lower than the previous year at £8,456 (£12,433 in 2019) due to restricted fundraising activity caused by COVID restrictions. These restrictions also impacted upon other avenues of income with events income being £3,012 lower than the previous year and donations via our 'Feed it Back' food scheme £1,334 lower. Gift Aid recovery at £1,577 was £3,832 lower than the year before (which was an accumulation of three years' worth of Gift Aid).

**Expenditure** was £1,592 higher than last year at £86,586. Salary costs were £6,253 higher than the previous year. This was due to several factors including accrued holiday payments of £1,253 for two staff leavers who had not taken holiday due to COVID workload and a sum of £3,350 made to recognise some of the unpaid hours worked by staff during the last six months of the year. This one-off payment was made as staff have not had a pay increase for over two years. There were increased office running costs of £5,437 (£2,337 higher than the year before). Postage costs increased by £947 due to a monthly RSM newsletter and a Parish Council Newsletter (reclaimed from the PC) and £1,490 increase in computer costs due to buying 3 laptops (funded via a restricted grant). **These increases in costs were offset by lower costs in other areas**, fundraising costs were £4,592 lower, as the manager took on this role in the latter part of the year, and a rent freeze for three months resulted in a saving of £1,450. COVID restrictions meant that many of the Monday Club activities were curtailed and as a result, Combating Isolation costs were £2,827 lower than last year.

**Bank Balances** remain healthy at £175,834. The current account stands at £67,522, an increase of £53,310 from last year and the deposit account balance is £108,312. The Charity Commission make a recommendation, to ensure ongoing viability, that a charity holds between nine and fifteen months of unrestricted funds. Rotherfield St Martin's monthly running costs are

approximately £6,000 per month which means we should therefore hold between £54k and £90K in reserves. Part of our cash is made up of a large one-off exceptional donation of £59,416 from the estate of an individual who wished to leave a legacy to support older people. It was agreed that this donation be deferred over 3 years 2019-2022 for a specified project related to premises, which has not yet started due to COVID restrictions. All deferred funds are held within the RSM's bank deposit account, along with the RSM's own reserves. The bank balances and deferred income are shown in the Balance Sheet.

# ROTHERFIELD ST MARTIN - TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS 2019/2020

*Rotherfield St Martin*  
*Financial Activities for the year ended*  
*31 August 2020*

Note		2020	2019	Variance (B/(W))
		£	£	£
	<b>Income</b>			
1	Combating Isolation	5,701	7,391	(1,690)
2	Health & Wellbeing	6,489	6,549	(60)
3	Services	1,398	1,024	374
4	Donations	25,362	22,874	2,488
5	Grants	53,591	29,689	23,902
6	Membership Subscriptions	6,346	5,608	738
	Bank Compensation Received	-	255	(255)
	Bank Interest Received	165	140	25
7	Other Fundraising	3,978	12,433	(8,456)
	<b>Total Income</b>	<b>103,030</b>	<b>89,416</b>	<b>17,068</b>
	<b>Expenditure</b>			
8	Combating Isolation	1,897	4,724	2,827
9	Health & Wellbeing	3,396	2,397	(999)
10	Services	497	7	(490)
11	Office Running Expenditure	5,437	3,100	(2,337)
12	Professional & Insurance Fees	1,225	1,145	(80)
13	Rent, Rates & Services	4,350	5,800	1,450
14	Salaries & Consultants	65,460	60,925	(4,535)
15	Staff & Trustee Costs	887	466	(421)
	Depreciation of Office Equipment	1	874	873
16	Office Expenditure	3,437	5,556	2,119
	<b>Total Costs</b>	<b>86,586</b>	<b>84,994</b>	<b>(1,592)</b>
	<b>Surplus for the year</b>	<b>16,444</b>	<b>968</b>	<b>18,660</b>



*Rotherfield St Martin*  
*Balance Sheet*  
*31 August 2020*

	Note	£	2020 £	£	2019 £
<b>Fixed Assets</b>					
Office Equipment			-		1
<b>Total Fixed Asset</b>			-		1
<b>Current Assets</b>					
<b>Cash at bank and in hand</b>					
Bank Current Account		<b>67,522</b>		14,211	
Bank Deposit Account	1	<b>108,312</b>		108,148	
Petty Cash on hand		<b>54</b>		41	
<b>Total Cash at bank and in hand</b>		<b>175,888</b>		122,400	
Income banked post year end		-		-	
Prepayments		-		659	
		<b>175,888</b>		123,059	
<b>Creditors: amounts falling due within one year</b>					
Creditors - Purchase Ledger		<b>1,588</b>		469	
Accruals		<b>1,095</b>		813	
Deferred Income	2	<b>100,640</b>		65,948	
PAYE & NIC payable		<b>750</b>		442	
Pension contributions payable		<b>247</b>		263	
		<b>104,319</b>		67,935	
<b>Net current assets</b>			<b>71,569</b>		55,124
<b>Total net assets</b>			<b>71,569</b>		55,125
<b>Charity funds</b>					
Opening Balance			<b>55,125</b>		54,157
Surplus for the year			<b>16,444</b>		968
<b>Total Charity funds</b>			<b>71,569</b>		55,125

*Rotherfield St Martin*  
*Notes to the Accounts for the year ended*  
*31 August 2020*

Note:		2020	2019
		£	£
1	<b><u>Combating Isolation Income</u></b>		
	Art Club Income	306	250
	Bridge Income	197	256
	Games & Social Income	155	-
	Holiday at Home Income	169	1,928
	Knitting and Nattering Income	266	230
	Men at Ten Income	263	133
	Monday Meetings contributions to transport Income	52	318
	Monday Meetings Fees Income	2,290	2,378
	Monday Meetings Income	-	45
	Outings Income	1,415	1,094
	Toastie Club Income	587	761
	<b>Total</b>	<b>5,701</b>	<b>7,391</b>
2	<b><u>Health &amp; Wellbeing Income</u></b>		
	Counselling Income	10	-
	Dementia Income	674	1,218
	Exercise Income	1,849	2,830
	Hydrotherapy Income	2,049	1,155
	Pilates Income	492	-
	Singing Income	171	-
	Table Tennis Income	417	588
	Therapies Income	828	759
	<b>Total</b>	<b>6,489</b>	<b>6,549</b>
3	<b><u>Services Income</u></b>		
	Rotherfield Repairs Income	217	-
	Printing & Copying Income (ex PCC)	262	-
	VDS Fees Income	919	1,024
	<b>Total</b>	<b>1,398</b>	<b>1,024</b>
4	<b><u>Donations Income</u></b>		
	Corporate Donations Income	3,000	-
	Donations Big Give	-	3,995
	Donations Crowdfunder	-	2,899
	Donations In Memoriam Income	1,188	927

	Donations Income	20,598	12,273
	Donations Income - Gift Aid	-	2,337
	Membership Donations Income	435	257
	VDS Donations Income	140	186
	<b>Total</b>	<b>25,362</b>	<b>22,874</b>
5	<b><u>Grants</u></b>		
	Grants Received - not restricted	35,457	9,500
	Grants Received - restricted	18,134	20,189
	<b>Total</b>	<b>53,591</b>	<b>29,689</b>
6	<b><u>MEMBERSHIP</u></b>		
	Subscriptions Income	6,346	5,608
	<b>Total</b>	<b>6,346</b>	<b>5,608</b>
7	<b><u>Other Fundraising</u></b>		
	Events Income	854	3,866
	Gift Aid refund HMRC	1,577	5,409
	Income to cover staff time	200	-
	LIDL charity income	1,031	2,365
	Miscellaneous sales/income	30	13
	Monday Meetings Raffle Income	270	615
	Penny Pots Income	-	96
	Rotherfield Players tickets	11	-
	RSM Centre Refreshments Income	-	42
	Uncategorised Income	5	28
	<b>Total</b>	<b>3,978</b>	<b>12,433</b>
8	<b><u>Combating Isolation Costs</u></b>		
	Art Club expenses	7	12
	DSG costs	-	376
	Holiday at Home expenses	-	1,410
	Monday Meetings - speakers & expenses	410	462
	Monday Meetings - transport costs	-	744
	Monday Meetings - village hall hire	617	1,067
	Outings expenses	803	575
	Toastie Club costs	-	78
	<b>Total</b>	<b>1,837</b>	<b>4,727</b>

9	<b><u>Health &amp; Wellbeing Costs</u></b>		
	Dementia costs	492	463
	Exercise costs	1,126	1,134
	Hydrotherapy costs	1,525	800
	Pilates costs	210	-
	Singing costs	27	-
	Therapies costs	15	-
	<b>Total</b>	<b>3,396</b>	<b>2,397</b>
10	<b><u>Services</u></b>		
	Treat Tuesday	153	-
	VDS expenses	344	27
	<b>Total</b>	<b>497</b>	<b>27</b>
11	<b><u>Office Running Expenditure</u></b>		
	Advertising/Promotional	-	30
	Cleaning	620	609
	Computer Costs	1,634	144
	Consumables	79	125
	Office/General Administrative Expenses	62	47
	Phone Costs	709	589
	Postage	1,065	118
	Printing	725	804
	Repairs and Renewals	244	124
	Stationery	299	512
	<b>Total</b>	<b>5,437</b>	<b>3,100</b>
12	<b><u>Professional &amp; Insurance Fees</u></b>		
	Accountancy	764	232
	Insurances	606	857
	Legal	20	20
	Other Professional Services	35	35
	<b>Total</b>	<b>1,425</b>	<b>1,145</b>
13	<b><u>Rent, Rates and Services</u></b>		
	Rent	4,350	5,800
	<b>Total</b>	<b>4,350</b>	<b>5,800</b>

14	<b><u>Salaries &amp; Consultants</u></b>		
	Consultancy costs - bookkeeping	1,316	1,860
	Consultancy costs - fundraising	5,170	9,762
	Consultancy costs - office assistance	2,861	-
	Payroll bureau costs	487	524
	ERS NIC	167	-
	ERS pension	1,911	1,485
	Salaries gross pay	53,547	47,294
	<b>Total</b>	<b>65,460</b>	<b>60,925</b>
15	<b><u>Staff &amp; Trustee Costs</u></b>		
	Staff costs - other	206	-
	Training and courses	-	98
	Travel and subsistence	40	112
	Trustees costs	12	45
	Volunteers costs	629	212
	<b>Total</b>	<b>887</b>	<b>466</b>
16	<b><u>Other Expenditure</u></b>		
	Events costs	-	789
	Fundraising & events costs	19	-
	Grant Projects Expenditure	3,417	4,737
	<b>Total</b>	<b>3,437</b>	<b>5,526</b>

*Rotherfield St Martin*  
*Notes to the Balance Sheet*  
*For the Year ended 31 August 2020*

Note:		<u>£</u>
<b>1</b>	<b><u>Bank Deposit Account (contingency fund)</u></b>	
	Opening Balance	108,148
	Interest	165
		<u><b>108,312</b></u>
<b>2</b>	<b><u>Deferred Income</u></b>	
	Opening Balance	65,948
	Deferred Income used	(18,134)
	Deferred Income grants	52,826
		<u><b>100,640</b></u>



# ROTHERFIELD ST MARTIN - INDEPENDENT EXAMINERS REPORT

## For the Year Ended 31 August 2020

Report to the Trustees of Rotherfield St Martin for the year ended 31 August 2020 Charity No 1168555 set out on the previous pages.

## Respective Responsibilities of Trustees and Examiner

The Charity's Trustees consider that an audit is not required for this year (under section 144 of the Charities Act 2011 (the Act) and that an independent examination is needed.

It is my responsibility to:

Examine the accounts (under section 145 of the Act);

To follow procedures laid down in the General Directions given by the Charity Commission (under section 145(5) of the Act); and

To state whether matters have come to my attention.

## Basis of independent examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and in 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, I do not express an audit opinion on the accounts.

## Independent Examiners statement

In the course of my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in any material respect, the Trustees have not met the requirements to ensure that:  
proper accounting records are kept (in accordance with section 130 of the Act); and  
accounts are prepared which agree with the accounting records and comply within the accounting requirements of the Act; or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed on 26 January 2021



Mr G Khan ACMA

G3J Limited

32 Abinger Drive

Redhill

Surrey

RH1 6SY

## LOOKING TO THE FUTURE

Our charity was founded 16 years ago and each year we learn from our members and our community. Based upon what we have learnt over the last 12 months our immediate plans include:

- Build upon the support we provide for unpaid carers
- Wealden Dementia Charter – work towards becoming a dementia friendly community
- Seek ways to connect more older people digitally



If you are inspired by our work and would like to get involved either as a volunteer, member or by offering financial support please call us on 01892 853021 or visit our website [www.rotherfieldstmartin.org.uk](http://www.rotherfieldstmartin.org.uk)

# DECLARATION

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Leon Steer	Mark Howard
Position(s)	Chairman	Trustee
Date	18 <sup>th</sup> February 2021	18 <sup>th</sup> February 2021

We would like to sincerely thank all our staff, volunteers, members, donors and supporters for their continued support of our work. Their support makes a real difference to people's lives and ensures that we can continue to build a community that cares for one another.