

AGE CONCERN (BANSTEAD)

**FINANCIAL STATEMENTS
for the YEAR ended
31 MARCH 2023**

Davis, Burton, Williams & Co.
Chartered Certified Accountant
Unit B11
Sutton Business Centre
Restmor Way
Wallington
Surrey SM6 7AH

AGE CONCERN (BANSTEAD)

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AGE CONCERN (BANSTEAD)

ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2023

Age Concern (Banstead) is a Charitable Incorporated Organisation registered as a charity under the Charities Act 2011 with registered number 1157342. Its address is at Banstead Centre, The Horseshoe, Banstead, Surrey SM7 2BQ. The governing document is a Constitution.

The charity trustees during the year were:

Mr N Pulsford (Chairman)
Mr P Tickle (Treasurer)
Mrs S Pulsford
Mr P Jobson
Mr M Owen (resigned as Trustee on the 12th October 2022)
Mr C Batty
Mr D Crouch (resigned as Trustee on the 12th October 2022)
Mr C Richold
Mr R Turner
Dr M Laffer
Mrs A Edney (appointed as a Trustee on the 20th July 2022)
Mr S Duke (appointed as a Trustee on the 12th October 2022)

The current trustees include individuals with management and practical health care experience, as well as a retired police officer, retired company director, chartered accountant and individuals with a variety of relevant experience in the voluntary sector. Councillor R Turner was nominated as the representative of the Reigate & Banstead Council and joined the board of trustees in 2019.

The charity's banker is Barclays Bank plc.

The object of the charity is to promote the welfare of the aged throughout the area formerly covered by Banstead UDC in any manner which is deemed by law to be charitable. The main activities and achievements during the year have been the dissemination of information, the provision of a visiting service to assess needs which are then channelled appropriately, a toe nail cutting service, the provision of transport by the hiring out of a minibus, the operation of a voluntary car scheme and the running of a number of clubs and support groups for the local elderly community.

The attached accounts show the financial activities for the year and the state of affairs at 31 March 2023. During the year under review there were net outgoing resources of £6,065 resulting in a decrease in total funds from £118,810 to £112,745.

After 2 years of depressed activities due to the COVID-19 pandemic, this year has seen a significant bounce-back in activities, with a corresponding 71% increase in revenues from £39,705 to £67,839. It was particularly pleasing to see a doubling in donations and fundraising, which was helped by the Charity being chosen as one of the Mayor of Reigate & Banstead's nominated charities in 2022. In addition, the employment of a part-time driver for the minibus enabled the Charity to increase revenues from this activity by over £6,000.

The net deficit for the year of £6,065 compares very favourably with the net deficit in the previous COVID-19 impacted year of £25,554 and is at a level which the Trustees consider to be sustainable given the significant reserves which have built up over the years from significant legacies, donations and local fund raising activities.

The Charity's policy on reserves is to attempt to maintain sufficient funds to allow the funding of a deficit equivalent to twelve months operation. Surpluses in excess of this minimum defensive reserve are then available for special expenditure items as agreed by the Trustees.

A major project for the new financial year is 'Men In Sheds', which involves building and equipping a wood-workshop type premises for the local elderly to use as a place to come together and create/repair items under supervision. We are very pleased to join this national organisation and have largely funded it via grants and donations (the majority of the Income in Advance amount shown on the balance sheet on page 8 relates to this project). We expect work to start on this Summer 2023.

All accumulated funds in excess of what's required for the day to day running of the charity are presently held in a deposit fund at CCLA, investment managers who specialise in managing investments for charities.

Our thanks are due to all those who have donated so generously to our funds during the year, and to our staff and volunteers for their co-operation and assistance throughout this period.

Approved by the Trustees on

(Date) 5th July 2023

(Signed)  (Name) P Tickle - Treasurer

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF

AGE CONCERN (BANSTEAD)

I report on the accounts of the charity for the year ended 31 March 2023, which are set out on pages 4 to 9.

Respective responsibilities of the Trustees and Examiner

As described on page 3 the charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:-

- 1, examine the accounts under section 145 of the Charities 2011 Act;
- 2, to follow the procedures laid down in the General Directions given by the Charity Commissioner under section 145 (5)(b) of the 2011 Act;
- 3, to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a 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 you as 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 view given by the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - a, to keep accounting records in accordance with section 130 of the 2011 Act; and
 - b, to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


P R Williams F.C.C.A
Chartered Certified Accountants
Davis Burton Williams & Co.
Unit B11
Sutton Business Centre,
Restmor Way,
Wallington,
Surrey SM6 7AH

Date 5TH JULY 2023

AGE CONCERN (BANSTEAD)

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's incoming resources and application of resources during the year and of its state of affairs at the end of the year. In preparing those financial statements, the trustees are required to:

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- (d) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Society will continue in business.

The trustees are responsible for keeping proper accounting records which 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. They are also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and breaches of law and regulations.

AGE CONCERN (BANSTEAD)**STATEMENT OF FINANCIAL ACTIVITIES for the 31 MARCH 2023**

	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
<u>INCOMING RESOURCES</u>				
Incoming Resources from Generated Funds- Grants and Subsidies:-				
Core Activities	15,554	-	15,554	15,554
Subscriptions	1,936	-	1,936	1,416
Donations and Fund Raising	24,511	-	24,511	12,126
Interest Received	2,161	-	2,161	84
Incoming Resources from Charitable Activities -				
Lunch Clubs and Other Support Groups	5,124	-	5,124	2,284
Car Scheme	10,022	-	10,022	6,730
Minibus	7,561	-	7,561	889
Footcare	240	-	240	240
Other	730	-	730	382
<u>Total Incoming Resources</u>	<u>67,839</u>	<u>-</u>	<u>67,839</u>	<u>39,705</u>
<u>RESOURCES EXPENDED</u>				
Charitable Activities: -				
Visiting Services	28,673	-	28,673	26,150
Community Garden	347	-	347	449
Information and Advice	9,701	-	9,701	9,511
Lunch Clubs and Other Support Groups	11,821	-	11,821	10,340
Footcare	376	-	376	361
Car Scheme	10,624	-	10,624	9,749
Minibus (including depreciation)	9,087	-	9,087	5,535
	<u>70,629</u>	<u>-</u>	<u>70,629</u>	<u>62,095</u>
Governance Costs: -				
Administration	1,127	-	1,127	1,085
Insurance	1,248	-	1,248	1,179
Independent Examiner's Fee	900	-	900	900
	<u>3,275</u>	<u>-</u>	<u>3,275</u>	<u>3,164</u>

AGE CONCERN (BANSTEAD)

STATEMENT OF FINANCIAL ACTIVITIES for the 31 MARCH 2023 (continued)

	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
<u>RESOURCES EXPENDED (continued)</u>				
<u>Total Expenditure</u>	<u>73,904</u>	<u>-</u>	<u>73,904</u>	<u>65,259</u>
<u>Net Incoming / (Outgoing) Resources for the year</u>	(6,065)	-	(6,065)	(25,554)
Total Funds brought forward	118,810	-	118,810	144,364
<u>TOTAL FUNDS CARRIED FORWARD</u>	<u>112,745</u>	<u>-</u>	<u>112,745</u>	<u>118,810</u>

Restricted Funds comprise any amounts received by Age Concern Banstead to be expended on specific purposes.

All activities for the current and previous year derive from continuing operations.

There are no recognised losses and gains other than the (deficits) for the current and previous year as shown above.

The notes on pages 7 to 9 form an integral part of these accounts.

AGE CONCERN (BANSTEAD)**BALANCE SHEET as at 31 MARCH 2023**

	Note	2023		2022	
		£	£	£	£
<u>FIXED ASSETS</u>					
Tangible Assets	3		5,100		6,800
<u>CURRENT ASSETS</u>					
Debtors	4	4,373		1,126	
Cash at Bank and in Hand		12,935		7,978	
CCLA Deposit Fund		130,000		105,000	
		<u>147,308</u>		<u>114,104</u>	
<u>CURRENT LIABILITIES</u>					
Creditors	5	<u>(39,663)</u>		<u>(2,094)</u>	
<u>NET CURRENT ASSETS</u>			107,645		112,010
<u>NET ASSETS</u>			<u>112,745</u>		<u>118,810</u>
<u>RESTRICTED FUNDS</u>			-		-
<u>UNRESTRICTED FUNDS</u>					
General Purposes Fund			112,745		118,810
<u>TOTAL FUNDS</u>			<u>112,745</u>		<u>118,810</u>

Approved by the Trustees and signed on their behalf by:

Signed

(Name: N Pulsford)
(Title: Chairman)

Signed

(Name: P Tickle)
(Title: Treasurer)Date 5th July 2023

The notes on pages 7 to 9 form an integral part of these accounts.

AGE CONCERN (BANSTEAD)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting Policies

(a) Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) issued in March 2005 and applicable UK Accounting Standards and the Charities Act 2011.

(b) Depreciation of Fixed Assets

Depreciation is provided on tangible fixed assets at rates calculated to write off the cost of each asset over its estimated useful life as follows:-

Minibus	25% on reducing balance
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(c) Incoming Resources

All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

(d) Allocation of Overhead and Support Costs

Overhead and support costs have been allocated between charitable activities and governance costs in proportion to the estimated administrative burden applicable to each activity. The allocation of overhead and support costs is analysed in note 2.

(e) Governance Costs

Governance costs comprise all costs involved in the public accountability of the charity and its compliance with regulation and good practice.

2 Allocation of Support Costs and Overheads

The breakdown of support costs and how these were allocated between Charitable Activities and Governance is shown in the tables below.

	2023	2022
Total Costs	£	£
Administration expenses	4,469	4,354
Salaries	26,209	24,940
Rent	5,108	5,108
Office Equipment	1,320	1,277
Bank And Transaction Expenses	463	486
	<u>37,569</u>	<u>36,165</u>

	2023	2022
Allocated as follows:	£	£
<u>Charitable activities-</u>		
Information and advice	25% 9,392	25% 9,041
Visiting service	30% 11,271	30% 10,850
Lunch clubs	15% 5,635	15% 5,425
Driving scheme	25% 9,392	25% 9,041
Minibus	1% 376	1% 362
Footcare	1% 376	1% 361
Governance	3% 1,127	3% 1,085
	<u>37,569</u>	<u>36,165</u>

AGE CONCERN (BANSTEAD)**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023 (continued)****3 Fixed Assets**

	Minibus £	Total £
COST		
At 1.4.2022	39,655	39,655
Additions	-	-
Disposals	-	-
At 31.3.2023	<u>39,655</u>	<u>39,655</u>
DEPRECIATION		
At 1.4.2022	32,855	32,855
Charge for year	1,700	1,700
Disposals	-	-
At 31.3.2023	<u>34,555</u>	<u>34,555</u>
NET BOOK VALUE		
31.3.2023	<u>5,100</u>	<u>5,100</u>
31.3.2022	<u>6,800</u>	<u>6,800</u>

4 Debtors

	2023 £	2022 £
Debtors and Prepayments	4,373	1,126
	<u>4,373</u>	<u>1,126</u>

5 Creditors - falling due within one year

	2023 £	2022 £
Accruals	2,352	2,094
Income in Advance	37,311	-
	<u>39,663</u>	<u>2,094</u>

6 Funds

	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
At 1 April 2022	118,810	-	118,810	144,364
Incoming resources	67,839	-	67,839	39,705
Outgoing resources	(73,904)	-	(73,904)	(65,259)
At 31st March 2023	<u>112,745</u>	<u>-</u>	<u>112,745</u>	<u>118,810</u>
Represented by:				
Tangible Fixed Assets	5,100	-	5,100	6,800
Net Current Assets	107,645	-	107,645	112,010
	<u>112,745</u>	<u>-</u>	<u>112,745</u>	<u>118,810</u>

Restricted Funds

These are amounts received by Age Concern Banstead to be expended on specific purposes.

AGE CONCERN (BANSTEAD)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023 (continued)

7 Employees' Remuneration

Total remuneration (excluding employers' NI contributions) for the year amounted to £43,131 (2022 £40,620)

The average number of paid staff for the year were:

Welfare Services	:	2 part-time employees
Administration	:	3 part-time employee
Minibus driver	:	1 part-time employee

8 Trustees Remuneration and Expenses

No remuneration was paid or payable out of the funds of the charity to any trustee or to any person or persons known to be connected with any of them in the past year.

Trustees are reimbursed for any expenses incurred in the running of the charity, with approvals in line with the charity's financial control policies and procedures.

9 Public Benefit Entity

The Charity is a Public Benefit Entity.