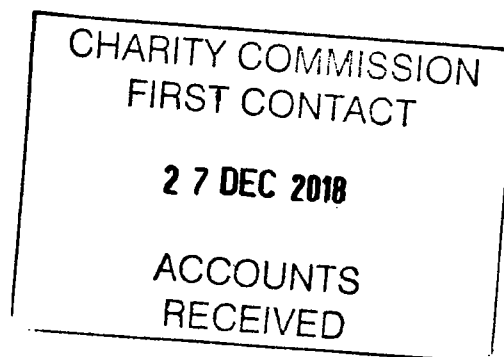


REGISTERED COMPANY NUMBER: 02205809 (England and Wales)  
REGISTERED CHARITY NUMBER: 299808

REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2018  
FOR  
AGE CONCERN RAVENSBORNE



F W Berringer & Co  
Chartered Accountants  
and Statutory Auditors  
Lygon House  
50 London Road  
Bromley  
BR1 3RA

**AGE CONCERN RAVENSBOURNE**  
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**for the year ended 31 March 2018**

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**AGE CONCERN RAVENSBORNE**  
**REFERENCE AND ADMINISTRATIVE DETAILS**  
**FOR THE YEAR ENDED 31 MARCH 2018**

**TRUSTEES**

A J White (resigned 5.8.18)  
Dr A Thornton (Vice Chair)  
N C Moxom (resigned 30.5.18)  
Mrs P F Gilson  
B W Margetts (Treasurer) (deceased 21.11.18)  
A Gore  
Mrs H R Hall (Secretary)  
Mrs V Roberts (resigned 7.7.17)  
R K Bell (Chairman) (appointed 31.8.17)  
R McQuillan (appointed 11.6.18)

**COMPANY SECRETARY**

Mrs H R Hall

**REGISTERED OFFICE**

Bertha James Day Centre  
34 Masons Hill  
Bromley  
Kent  
BR2 9HJ

**REGISTERED COMPANY NUMBER**

02205809 (England and Wales)

**REGISTERED CHARITY NUMBER**

299808

**AUDITORS**

F W Berringer & Co  
Chartered Accountants  
and Statutory Auditors  
Lygon House  
50 London Road  
Bromley  
BR1 3RA

**BANKERS**

NatWest Bank Plc  
143 High Street  
Bromley  
Kent  
BR1 1YZ

**KEY MANAGEMENT STAFF**

Mrs S Richards, Centre Manager

## **AGE CONCERN RAVENSBORNE**

### **REPORT OF THE TRUSTEES for the year ended 31 March 2018**

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2018, which are also prepared to meet the requirements for a director's report for Companies Act purposes. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

The purpose of the charity is to promote the relief of elderly people within the London Borough of Bromley ("the Borough"). The charity has managed the Bertha James Day Centre since 1992. With capacity for seventy clients, the Centre strives to offer the widest possible range of facilities to help individuals and their families lead fuller, more rewarding lives.

##### **Significant activities**

From simple social functions to complex care duties, the Centre provides everything it can to serve health and happiness to the Borough's elderly people. The principal service provided is Day Care from 8.30am to 4pm from Monday to Friday (Saturday from 9.00am - 3.00pm). Clients are welcome to attend for whole or half days as they please, with transport to/from the Centre provided at the start/end of each day. Activities are run each day and include Ladies' & Gents' Clubs, Exercise classes, Entertainment, and Arts & Crafts. The Centre's amenities include a restaurant and tea bars. Clients are referred by the Borough or are elderly people attending on a casual basis. The Centre provides additional facilities, open to all members of the public aged 55 or over, which include Hairdressing & Manicures, Bathing, and Chiropody & Podiatry.

##### **Public benefit**

In setting the charity's objectives, the trustees have given careful consideration to the Charity Commission's general guidance on public benefit. The trustees are satisfied that the charity's activities have been for the public benefit.

##### **Contribution made by volunteers**

The trustees acknowledge with thanks the help of the 125 volunteers who assisted in the provision of services to clients and in the administration of the charity during the year. Volunteers assisting clients complete a DBS enhanced check.

#### **STRATEGIC REPORT**

##### **Achievement and performance**

###### *Charitable activities*

The Centre looked after 11,938 clients in the year ended 31 March 2018, 3,356 of which had been referred to the charity by the Borough.

##### **Financial review**

###### *Financial position*

Net incoming resources for the year were £14,715 (2017: £89,412 net outgoing resources). The waiver of rent for the year by the Borough of £73,416 has been treated as a donation of facilities with a corresponding expense of rent payable. Rent of £71,278 was charged by the Borough to the company for the year ended 31 March 2017. The principal funding source for the charity, Income from membership contributions, increased by £49,699 to £386,853 from £337,154 the previous year. This arose partly from an increase in the fee rates under the contract with the Borough. Income of £159,446 (2017: £164,294) was receivable from the Borough. Expenditure on charitable activities decreased by £3,781 to £546,709 from £550,490 the previous year.

The balance sheet on page 8 showed that the charity had net assets of £210,944 (2017: £196,229) of which £202,572 (2017: £196,229) were unrestricted.

###### *Reserves policy*

It is the policy of the trustees to build up the Bertha James General Fund to ensure that uninterrupted quality services are provided by the charity.

## **AGE CONCERN RAVENSBORNE**

### **REPORT OF THE TRUSTEES for the year ended 31 March 2018**

#### **STRATEGIC REPORT**

##### **Financial review**

##### *Going concern*

As described in the accounting policies set out on page 11, the accounts have been prepared on a going concern basis which assumes that the charitable company can continue to operate.

The charitable company's ability to operate is dependent on the net income from operations and unrestricted reserves brought forward being sufficient to cover the rents payable to the Borough which it is estimated will be at least £77,000 per annum for the period from 1 April 2019 to the end of the rental period on 31 March 2023. The trustees are of the opinion that it is reasonable to assume that this will be the case until at least 31 December 2019.

##### **Future plans**

The charity is monitoring the outcome of the consultation by Bromley Council and NHS Bromley Clinical Commissioning Group (CCG) with local residents, professionals and partners as part of their development of a new "Joint Strategy for Ageing Well in Bromley" which will consider how best to support elderly people to live happily, healthily, and independently. The charity is focusing on generating increased private attendance in order to increase its financial sustainability.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The company is a charitable body (Charity Number 299808) registered with the Charity Commission and is a company limited by guarantee. It is governed by its Memorandum & Articles of Association. In the event of the company being wound up the liability of each member in respect of their guarantee is limited to £1. The company is an independent charity, responsible for its own governance and funding.

The company was incorporated on 15 December 1987 (Company Number 02205809).

##### **Recruitment and appointment of new trustees**

The Directors of the charity are also the Trustees and are elected annually by the Members at the Annual General Meeting. Trustees automatically become Members of the charitable company from the time of their election. Trustees are recruited on the basis of the needs of the organisation taking into account existing experience on the Board. The company seeks to recruit trustees with diverse skill sets including expertise in operating similar organisations and awareness of the needs of the elderly. New trustees receive information on the organisation's work and their duties as a trustee and take part in an induction meeting with other trustees and other staff as appropriate.

The names of the trustees who served during the year are set out on page 1, which forms part of this report.

##### **Organisational structure**

Overall policy and strategy is determined by the elected Board, assisted by a committee. Day to day operations are managed by the staff of the organisation under the specific control of the Centre Manager, Mrs S Richards.

##### **Relationship with the London Borough of Bromley**

The company entered into a contract with the Borough to provide certain services in connection with the provision of Day Opportunities for Adults with a Managed Personal Budget. The services commenced on 1 April 2013 and the contract can be terminated by either the company or by the Borough by giving three months written notice. A daily fee based on the client's needs is payable to the company by the Borough for each client attending the Centre.

The Centre is occupied by the company under a lease granted by the Borough for the period from 1 April 2013 to 31 March 2023 at an annual rent commencing at £68,000 and with rent increases after 31 March 2015 linked to the Retail Prices Index. Details of this lease commitment are set out in note 15 to the accounts. The Borough waived the annual rent for the years ended 31 March 2018 and 31 March 2019 to assist the company's finances following the transition from block contracts to spot placements and direct payments. The value of these rent waivers based on the rent payable under the lease is estimated to be £73,416 and £75,849 respectively.

## **AGE CONCERN RAVENSBOURNE**

### **REPORT OF THE TRUSTEES for the year ended 31 March 2018**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Risk management**

The major risks to which the charity is exposed, as identified by the trustees, have been reviewed and systems and procedures have been established to manage those risks.

#### **STATEMENT OF TRUSTEES RESPONSIBILITIES**

The trustees (who are also the directors of Age Concern Ravensbourne for the purposes of company law) are responsible for preparing the Report of the trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company 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 charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

#### **AUDITORS**

The auditors, F W Berringer & Co, will be proposed for re-appointment at the forthcoming Annual General Meeting.

The report has been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption.

Report of the trustees, approved by order of the board of trustees, as the company directors, on 21 December 2018. and signed on its behalf by:

R K Bell - Trustee

## **REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF AGE CONCERN RAVENSBOURNE**

### **Opinion**

We have audited the financial statements of Age Concern Ravensbourne (the 'charitable company') for the year ended 31 March 2018 which comprise the Statement of financial activities, the Balance sheet, the Cash flow statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2018 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the independent auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### **Opinion on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the trustees has been prepared in accordance with applicable legal requirements.

### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the trustees.

## **REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF AGE CONCERN RAVENSBOURNE**

### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

### **Responsibilities of trustees**

As explained more fully in the Statement of trustees responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

### **Our responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the independent auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the independent auditors.

### **Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Neil Shaw BA FCCA (Senior Statutory Auditor)  
for and on behalf of F W Berringer & Co  
Chartered Accountants  
and Statutory Auditors  
Lygon House  
50 London Road  
Bromley  
BR1 3RA

21 December 2018



# AGE CONCERN RAVENSBOURNE

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT) for the year ended 31 March 2018

		Unrestricted funds £	Restricted funds £	Endowment fund £	Total 2018 funds £	Total 2017 funds £
	Notes					
<b>INCOME AND ENDOWMENTS FROM</b>						
Donations and legacies	2	76,393	-	-	76,393	1,875
Charitable activities	5					
Sale of meals		77,016	-	-	77,016	74,520
Membership contributions, hairdressing, bathing, chiropody etc		386,853	-	-	386,853	337,154
Grant income		-	9,200	-	9,200	42,454
Other trading activities	3	8,027	-	-	8,027	2,919
Investment income	4	61	-	-	61	209
<b>Total</b>		<b>548,350</b>	<b>9,200</b>	<b>-</b>	<b>557,550</b>	<b>459,131</b>
<b>EXPENDITURE ON Charitable activities</b>						
	6					
Operation of Day Centre		542,881	828	-	543,709	546,923
Support costs		3,000	-	-	3,000	3,567
<b>Total</b>		<b>545,881</b>	<b>828</b>	<b>-</b>	<b>546,709</b>	<b>550,490</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>2,469</b>	<b>8,372</b>	<b>-</b>	<b>10,841</b>	<b>(91,359)</b>
<b>Other recognised gains/(losses)</b>						
Actuarial gains/losses on defined benefit schemes		3,874	-	-	3,874	1,947
<b>Net movement in funds</b>		<b>6,343</b>	<b>8,372</b>	<b>-</b>	<b>14,715</b>	<b>(89,412)</b>
<b>RECONCILIATION OF FUNDS</b>						
<b>Total funds brought forward</b>		<b>196,229</b>	<b>-</b>	<b>-</b>	<b>196,229</b>	<b>285,641</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>202,572</u></b>	<b><u>8,372</u></b>	<b><u>-</u></b>	<b><u>210,944</u></b>	<b><u>196,229</u></b>

The notes form part of these financial statements

# AGE CONCERN RAVENSBOURNE

## BALANCE SHEET At 31 March 2018

	Notes	Unrestricted funds £	Restricted funds £	Endowment fund £	Total 2018 funds £	Total 2017 funds £
<b>FIXED ASSETS</b>						
Tangible assets	12	6,556	-	-	6,556	6,626
<b>CURRENT ASSETS</b>						
Debtors	13	28,795	-	-	28,795	37,721
Cash at bank		<u>218,606</u>	<u>8,372</u>	<u>-</u>	<u>226,978</u>	<u>202,127</u>
		247,401	8,372	-	255,773	239,848
<b>CREDITORS</b>						
Amounts falling due within one year	14	<u>(20,581)</u>	<u>-</u>	<u>-</u>	<u>(20,581)</u>	<u>(15,567)</u>
<b>NET CURRENT ASSETS</b>		<u>226,820</u>	<u>8,372</u>	<u>-</u>	<u>235,192</u>	<u>224,281</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		233,376	8,372	-	241,748	230,907
<b>PROVISIONS FOR LIABILITIES</b>	16	<u>(30,804)</u>	<u>-</u>	<u>-</u>	<u>(30,804)</u>	<u>(34,678)</u>
<b>NET ASSETS</b>		<u>202,572</u>	<u>8,372</u>	<u>-</u>	<u>210,944</u>	<u>196,229</u>
<b>FUNDS</b>	17					
Unrestricted funds					202,572	196,229
Restricted funds					<u>8,372</u>	<u>-</u>
<b>TOTAL FUNDS</b>					<u>210,944</u>	<u>196,229</u>

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and were approved by the Board of Trustees on 21 December 2018 and were signed on its behalf by:

R K Bell -Trustee

The notes form part of these financial statements

**AGE CONCERN RAVENSBOURNE**

**CASH FLOW STATEMENT  
for the year ended 31 March 2018**

	Notes	2018 £	2017 £
<b>Cash flows from operating activities:</b>			
Cash generated from operations	1	<u>26,966</u>	<u>(103,011)</u>
<b>Net cash provided by (used in) operating activities</b>		<u>26,966</u>	<u>(103,011)</u>
 <b>Cash flows from investing activities:</b>			
Purchase of tangible fixed assets		<u>(2,115)</u>	<u>-</u>
<b>Net cash provided by (used in) investing activities</b>		<u>(2,115)</u>	<u>-</u>
		<hr/>	<hr/>
<b>Change in cash and cash equivalents in the reporting period</b>		<b>24,851</b>	<b>(103,011)</b>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>202,127</u>	<u>305,138</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><u>226,978</u></u>	<u><u>202,127</u></u>

The notes form part of these financial statements

**AGE CONCERN RAVENSBOURNE**

**NOTES TO THE CASH FLOW STATEMENT  
for the year ended 31 March 2018**

**1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
<b>Net income/(expenditure) for the reporting period (as per the statement of financial activities)</b>	<b>10,841</b>	<b>(91,359)</b>
<b>Adjustments for:</b>		
Depreciation charges	<b>2,185</b>	<b>2,208</b>
Decrease/(increase) in debtors	<b>8,926</b>	<b>(12,725)</b>
Increase/(decrease) in creditors	<b><u>5,014</u></b>	<b><u>(1,135)</u></b>
<b>Net cash provided by (used in) operating activities</b>	<b><u><u>26,966</u></u></b>	<b><u><u>(103,011)</u></u></b>

## AGE CONCERN RAVENSBOURNE

### NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2018

#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention. The trustees are satisfied that the company is a going concern and the financial statements have been prepared on that basis.

##### **Critical accounting judgements and key sources of estimation uncertainty**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of revision and future periods where the revision affects both current and future periods.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

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

Plant & equipment	- 25% on reducing balance
Motor vehicles	- 25% on reducing balance

##### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

##### **Pension costs and other post-retirement benefits**

The charitable company participates in a multi-employer defined benefit pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

##### **Operating leases**

The annual rentals are charged to the Statement of Financial Activities on a straight-line basis over the term of the lease.

# AGE CONCERN RAVENSBOURNE

## NOTES TO THE FINANCIAL STATEMENTS - CONTINUED for the year ended 31 March 2018

### 2. DONATIONS AND LEGACIES

	2018	2017
	£	£
Donations of facilities by London Borough of Bromley	73,416	-
Donations	<u>2,977</u>	<u>1,875</u>
	<u>76,393</u>	<u>1,875</u>

### 3. OTHER TRADING ACTIVITIES

	2018	2017
	£	£
Fundraising events	<u>8,027</u>	<u>2,919</u>

### 4. INVESTMENT INCOME

	2018	2017
	£	£
Bank interest receivable	<u>61</u>	<u>209</u>

### 5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2018	2017
		£	£
Food income	Sale of meals	77,016	74,520
Other services	Membership contributions, hairdressing, bathing, chiropody etc	386,853	337,154
Grants	Grant income	<u>9,200</u>	<u>42,454</u>
		<u>473,069</u>	<u>454,128</u>

Grants received, included in the above, are as follows:

	2018	2017
	£	£
London Borough of Bromley	-	42,454
Big Lottery Fund	<u>9,200</u>	<u>-</u>
	<u>9,200</u>	<u>42,454</u>

### 6. CHARITABLE ACTIVITIES COSTS

	Direct costs	Support costs (See note 7)	Totals
	£	£	£
Operation of Day Centre	543,709	-	543,709
Support costs	<u>-</u>	<u>3,000</u>	<u>3,000</u>
	<u>543,709</u>	<u>3,000</u>	<u>546,709</u>

# AGE CONCERN RAVENSBOURNE

## NOTES TO THE FINANCIAL STATEMENTS - CONTINUED for the year ended 31 March 2018

### 7. SUPPORT COSTS

	Governance costs £
Support costs	<u>3,000</u>

### 8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2018 £	2017 £
Operating lease costs	73,416	71,278
Auditors' remuneration	3,000	3,567
Depreciation - owned assets	<u>2,185</u>	<u>2,208</u>

### 9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2018 nor for the year ended 31 March 2017.

#### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2018 nor for the year ended 31 March 2017.

### 10. STAFF COSTS

	2018 £	2017 £
Wages and salaries	330,816	334,676
Social security costs	17,716	21,318
Other pension costs	<u>12,311</u>	<u>6,670</u>
	<u>360,843</u>	<u>362,664</u>

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

	2018	2017
Provision of welfare services	20	20
Management and administration	<u>5</u>	<u>5</u>
	<u>25</u>	<u>25</u>

The staff costs of key management staff totalled £37,653 (2017- £37,000)

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

The charity operates a defined contributions pension scheme for employees. The pension cost represents employer's contribution payable in the year.

**AGE CONCERN RAVENSBOURNE**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
for the year ended 31 March 2018

**11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Endowment fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>				
Donations and legacies	1,875	-	-	1,875
<b>Charitable activities</b>				
Sale of meals	74,520	-	-	74,520
Membership contributions, hairdressing, bathing, chiropody etc	337,154	-	-	337,154
Grant income	42,454	-	-	42,454
Other trading activities	2,919	-	-	2,919
Investment income	<u>209</u>	<u>-</u>	<u>-</u>	<u>209</u>
<b>Total</b>	<b>459,131</b>	<b>-</b>	<b>-</b>	<b>459,131</b>
 <b>EXPENDITURE ON Charitable activities</b>				
Operation of Day Centre	546,923	-	-	546,923
Support costs	<u>3,567</u>	<u>-</u>	<u>-</u>	<u>3,567</u>
<b>Total</b>	<b>550,490</b>	<b>-</b>	<b>-</b>	<b>550,490</b>
 <b>NET INCOME/(EXPENDITURE)</b>	<b>(91,359)</b>	<b>-</b>	<b>-</b>	<b>(91,359)</b>
<b>Transfers between funds</b>	<b><u>134,026</u></b>	<b><u>(39,026)</u></b>	<b><u>(95,000)</u></b>	<b><u>-</u></b>
<b>Other recognised gains/(losses)</b>				
Actuarial gains/losses on defined benefit schemes	<u>1,947</u>	<u>-</u>	<u>-</u>	<u>1,947</u>
<b>Net movement in funds</b>	<b>44,614</b>	<b>(39,026)</b>	<b>(95,000)</b>	<b>(89,412)</b>
 <b>RECONCILIATION OF FUNDS</b>				
<b>Total funds brought forward</b>	<b>151,615</b>	<b>39,026</b>	<b>95,000</b>	<b>285,641</b>
 <b>TOTAL FUNDS CARRIED FORWARD</b>	<b><u><u>196,229</u></u></b>	<b><u><u>-</u></u></b>	<b><u><u>-</u></u></b>	<b><u><u>196,229</u></u></b>

On the 7 October 2016, it was resolved by the Trustees that all funds held by Age Concern Ravensbourne are available for general purposes.



**AGE CONCERN RAVENSBOURNE**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
for the year ended 31 March 2018

**12. TANGIBLE FIXED ASSETS**

	<b>Plant &amp; equipment £</b>	<b>Motor vehicles £</b>	<b>Computer equipment £</b>	<b>Totals £</b>
<b>COST</b>				
At 1 April 2017	17,465	32,310	909	50,684
Additions	<u>2,115</u>	<u>-</u>	<u>-</u>	<u>2,115</u>
At 31 March 2018	<u>19,580</u>	<u>32,310</u>	<u>909</u>	<u>52,799</u>
<b>DEPRECIATION</b>				
At 1 April 2017	14,433	28,716	909	44,058
Charge for year	<u>1,287</u>	<u>898</u>	<u>-</u>	<u>2,185</u>
At 31 March 2018	<u>15,720</u>	<u>29,614</u>	<u>909</u>	<u>46,243</u>
<b>NET BOOK VALUE</b>				
At 31 March 2018	<u>3,860</u>	<u>2,696</u>	<u>-</u>	<u>6,556</u>
At 31 March 2017	<u>3,032</u>	<u>3,594</u>	<u>-</u>	<u>6,626</u>

**13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2018 £</b>	<b>2017 £</b>
Trade debtors	22,581	31,407
Other debtors	3,552	3,552
Prepayments	<u>2,662</u>	<u>2,762</u>
	<u>28,795</u>	<u>37,721</u>

**14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2018 £</b>	<b>2017 £</b>
Trade creditors	2,967	2,980
Other creditors	<u>17,614</u>	<u>12,587</u>
	<u>20,581</u>	<u>15,567</u>

**15. LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	<b>2018 £</b>	<b>2017 £</b>
Land and Buildings		
Within one year	76,206	73,416
Between one and five years	<u>241,976</u>	<u>318,182</u>
	<u>318,182</u>	<u>391,598</u>

The London Borough of Bromley waived the annual rents for the years ending 31 March 2018 and 31 March 2019.

**AGE CONCERN RAVENSBOURNE**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
for the year ended 31 March 2018

**16. PROVISIONS FOR LIABILITIES**

	2018 £	2017 £
Defined benefit pension scheme liability	<u>30,804</u>	<u>34,678</u>

**17. MOVEMENT IN FUNDS**

	At 1.4.17 £	Net movement in funds £	At 31.3.18 £
<b>Unrestricted funds</b>			
Bertha James General	196,229	6,343	202,572
<b>Restricted funds</b>			
Computer equipment fund	-	8,372	8,372
<b>TOTAL FUNDS</b>	<u>196,229</u>	<u>14,715</u>	<u>210,944</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
Bertha James General	548,350	(545,881)	3,874	6,343
<b>Restricted funds</b>				
Computer equipment fund	9,200	(828)	-	8,372
<b>TOTAL FUNDS</b>	<u>557,550</u>	<u>(546,709)</u>	<u>3,874</u>	<u>14,715</u>

# AGE CONCERN RAVENSBOURNE

## NOTES TO THE FINANCIAL STATEMENTS - CONTINUED for the year ended 31 March 2018

### 17. MOVEMENT IN FUNDS - continued

#### Comparatives for movement in funds

	At 1.4.16 £	Net movement in funds £	Transfers between funds £	At 31.3.17 £
<b>Unrestricted Funds</b>				
General fund	58,978	99	(59,077)	-
Bertha James General	65,290	(89,511)	220,450	196,229
Bertha James Building	<u>27,347</u>	<u>-</u>	<u>(27,347)</u>	<u>-</u>
	151,615	(89,412)	134,026	196,229
<b>Restricted Funds</b>				
Nora Creecy Income	14,850	-	(14,850)	-
Minibus Fund	<u>24,176</u>	<u>-</u>	<u>(24,176)</u>	<u>-</u>
	39,026	-	(39,026)	-
<b>Endowment funds</b>				
Nora Creecy Endowment	<u>95,000</u>	<u>-</u>	<u>(95,000)</u>	<u>-</u>
<b>TOTAL FUNDS</b>	<u>285,641</u>	<u>(89,412)</u>	<u>-</u>	<u>196,229</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	99	-	-	99
Bertha James General	<u>459,032</u>	<u>(550,490)</u>	<u>1,947</u>	<u>(89,511)</u>
	459,131	(550,490)	1,947	(89,412)
<b>TOTAL FUNDS</b>	<u>459,131</u>	<u>(550,490)</u>	<u>1,947</u>	<u>(89,412)</u>

Computer Fund - This fund is for computer system replacement.

### 18. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2018.

**AGE CONCERN RAVENSBOURNE**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**for the year ended 31 March 2018**

**19. DEFINED BENEFIT PENSION SCHEME**

The charitable company participates in a multi-employer defined benefit pension scheme.

Where the scheme is in deficit, and where the charity has agreed to a deficit funding arrangement, the charity recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit.

The net present value of the future deficit contributions payable as at 31 March 2018 was £30,804 (2017: £34,678).