

# Trustees' Annual Report for the period

		Period start date		Period end date	
	01	04	2018		31
From				To	03 2019

## Section A

## Reference and administration details

Charity name

Flackwell Heath & Loudwater Age Concern Day Centre

Other names charity is known by

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Registered charity number (if any)

1000080

Charity's principal address

Common Road

Flackwell Heath

Bucks

Postcode

HP10 9NS

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Isobel Middleton	Chairman	May 2015	}
2	Alison Peach	Vice Chairman	May 2019	}
3	Marilyn Halton	Treasurer	May 2017	}
4	Paul Isaac	Committee Member	May 2018	} Committee
5	Nancie Ross	Committee Member	May 1989	}
6	Mabel Diston	Committee Member	May 2018	}
7	Nicola Brumann	Committee Member	May 2017	}
8	Marian Bartley	Committee Secretary	May 2014	}
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10				
11				
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16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document  
(eg. trust deed, constitution)

Constitution

How the charity is constituted  
(eg. trust, association, company)

Trust

Trustee selection methods  
(eg. appointed by, elected by)

Appointed by Committee

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Friends of Age UK

## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

Day Centre for the elderly providing stimulating activity, freshly cooked lunches, bathing, shopping, the companionship of peers and outings.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Transport to and from home where needed.  
Refreshments, including a freshly cooked two-course meal.  
Light exercises.  
Quizzes.  
Card games.  
Entertainment.  
Friendship.  
Company.  
Bathing.  
Craft activities.  
Music and singing.  
Outings.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Vital to enable the running of the minibus and activities as listed above.



**Summary of the main achievements of the charity during the year**

The Day Centre staff and volunteers have welcomed many elderly people to the Day Centre and cared for their needs.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

Building up reserves to fund the purchase of a new minibus.

**Details of any funds materially in deficit**

None

### Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Annual grant received from Bucks County Council  
Income from clients' fees

## Section F

## Other optional information

The Day Centre participates in the Fareshare Programme which reduces the amount spent on food.

## Section G

## Declaration

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

**Signed on behalf of the charity's trustees**

<b>Signature(s)</b>	<i>S. Middleton</i>	
<b>Full name(s)</b>	Isobel	Middleton
<b>Position (eg Secretary, Chair, etc)</b>	Chairman	
<b>Date</b>	16 September 2019	

**Flackwell Heath and Loudwater Age UK Day Centre**  
**Registered Charity No. 1000080**

**Statement of Assets and Liabilities as at 31st. March**

	2019	2018
	£	£
General Fund (see page 1)	10,340	4,934
Minibus Fund	15,000	15,000
	<u>25,340</u>	<u>19,934</u>

**Held as Below**

Monmouth Building Society		12,959
Barclays Bank - Community Account	24,910	6,512
Cash on Hand	430	463
	<u>25,340</u>	<u>19,934</u>

Signed..... M Halton

Date..... 27/8/19

**Marilyn Halton Honary Treasurer**

**Independent Examiner's Report to the Trustees**

I report on the accounts of the Trust for the year ended 31st. March 2019 which are set out on pages 1 and 2. As the charity's trustees, you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43 (2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43 (7) (b) of the Act, whether particular matters have come to my attention.

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 evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

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

- (a) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 41 of the Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements have not been met; or

- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Signed..... ~~M Halton~~ R Mozley

Date..... 27/8/19

**Richard Mozley Independent Examiner**



Flackwell Heath and Loudwater Age UK Day Centre			
Registered Charity No. 1000080			
General Fund			
12 months to 31st. March	2019	2019	2018
Receipts	£	£	£
Donations - General		-4,663	-4,350
Grants		-18,464	-18,464
Fundraising			
Bucks Powher Funds	-1,353		
Fund Generation McColl Bottle	-457		
Fund Generation Fund Raising	-2,129		-2,560
Less : Cost of Goods			
Net Fundraising		-3,938	-2,560
Lunches - Clients	-34,990		-28,517
Lunches - Visitors	-1,941		-1,796
Food & Catering Costs	2,652		3,078
Net Lunches		-34,278	-27,234
Interest Received		0	-108
Bridge Club and Charity Games		-1,200	-1,300
Chiropdy		-626	-420
Other Income		-29	
<b>TOTAL INCOME</b>		<b>-63,199</b>	<b>-54,436</b>
<b>Fund raising Exps.</b>	<b>500</b>		
<b>Payments</b>			
Salaries	47,682		46,392
Rent & Rates	1,000		2,000
Water Rates	370		575
Insurance	504		506
Electricity	899		525
Gas (including Service)	1,589		1,213
Telephone & computer Charges	723		1,013
New Computer			510
Stationery, Cartridges and Postage	79		125
Transport - Running and Insurance	2,490		7,934
Repairs, Renewals and Cleaning	1,577		773
Office Machine Maintenance			60
Total Sundry Expenses	347		444
Bank Charges	0		
Professional Fees	35		
		57,793	62,071
<b>Net Surplus / Deficit this year</b>		<b>-5,406</b>	<b>7,635</b>
Add : Balance brought forward at 1st. April 2018		-4,934	-12,569
Balance carried forward at 31st. March 2019		-10,340	-4,934