

Age Concern Heathfield and District

Income & Expenditure for 12 months 30th June 2021

Charity Number 205665

Age Concern Heathfield and District

Legal and Administrative Information

Trustee

Dawn Gillian Brock
Alan Kenneth Hale
Mandy Jarvis - resigned on 13th October 2020
Peter John Jeffrey Brock
Elizabeth Jean Keating
Kenneth Jarvis

Charity Number

205665

Principal Address

12 Hawthorn Close
Heathfield
East Sussex TN21 8HP

Independent Examiner

Elisabeth Williams, Howard & Co

Bankers

NatWest Bank
49 High Street
Uckfield
East Sussex TN22 1AN

Shawbrook Bank Limited
Lutea House
Warley Business Park
The Drive Great Warley
Brentwood
Essex CM13 3BE

Age Concern Heathfield and District

Contents

	Page
Cover	1
Legal & Admin Information	2
Contents	3
Trustee's Report	4
Chair Report	5 - 8
Income & Expenditure	9
Balance Sheet	10
Notes to Accounts	11 - 14
Independent Examiners Report	15
Blank Page	16

Age Concern Heathfield and District

Trustees' Report

For the year ended 30th June 2021

The trustees present their report and accounts for the year ended 30th June 2021.

The accounts have been prepared in accordance with the accounting policies which comply with the Charities Act 2011 and the Statement of Recommended Practice issued in March 2005.

Structure, governance and management

The charity was established by a deed of constitution on 2 November 1953. Amended 26 September 1991 and 23 September 1997.

Registered with the Charity Commission, registration number 205665

The trustees who served during the year were:

Dawn Gillian Brock

Alan Kenneth Hale

Mandy Jarvis – resigned on 13th October 2020

Peter John Jeffrey Brock

Elizabeth Jean Keating

Kenneth Jarvis

Trustees are elected annually at the Annual General Meeting

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that the systems are in place to mitigate exposure to the major risks.

Objectives and activities

To promote and assist the general good of all old people in the parishes of Heathfield, Horam and Waldron.

This is a charity staffed entirely by volunteers offering minibus transportation and a comprehensive medical car service for the benefit of elderly & disabled people in Heathfield and district Area. A Men's Shed project was established during the year, which will provide men over the age of 60 the opportunity to connect, create and converse.

Age Concern Heathfield and District

Chair Report

Chairmen's Report for the period 1st July 2020 – 30th June 2021

It is pleasing to say that this year we will be able to hold a public AGM having had to cancel last year's face to face event due to the Covid 19 restrictions. Whilst the AGM has its formal requirements, it is also an opportunity to reflect on our activities over the past 12 months and to celebrate a number of our achievements.

This year has seen the Charity tackle many challenges during these unprecedented times. Thankfully, we can report that despite the many issues Covid 19 and various lockdown constraints have presented us, the organisation has risen to the challenges and it has galvanised us to provide more support than ever to the local community. We are stronger now as an organisation than when we entered the year, which is down to all the people who have supported us during the past 12 months.

Our Services

Whilst we were not able to celebrate our 30th Anniversary as we would have wanted during 2020, nor have we been able to operate our traditional services of the Minibus and Medical Car Services, we have been able to substitute these with many other activities. These have provided valuable support and helped many to manage during this period.

Our personal shopping service has continued to operate throughout the year and whilst the numbers have reduced from around 65 households, it continues today for those that need our support. We are particularly proud of the fact that it was launched immediately lockdown was initiated in March 2020 and has operated without any break to this day. Our thanks go to all our regular shoppers, volunteers from Heathfield & Waldron Rotary Club and members of the community who have helped during this period. A special mention must go to Elizabeth Keating, our Secretary, who ensures our shoppers are reimbursed immediately and arranges for payments to be collected. The sheer scale of the work at the height of our shopping cannot be underestimated.

The telephone buddying service was particularly welcomed during the early days of this year, with over 120 clients being regularly contacted, this was scaled down during the year and stopped in June. That said a number of friendships were established and continue today on a personal basis.

The book and jig saw swap bus provide many with the opportunity to keep busy and occupied during the lockdown periods. Thanks go to Ken Jarvis who took responsibility for keeping it running.

During the pandemic, we established our group of knitters, who continue today clicking their needles producing hundreds if not thousands of squares to make blankets and bed runners along with twiddle muffs and poppies for last year's Remembrance Day. The sale of the poppies raised £75 for the Royal British Legion and to date, in excess of 100 blankets and 40 Twiddle Muffs have been distributed to all the local care homes in the area.

One of the minibuses was utilised to provide transport and a driver to help distribute the East Sussex County Council food parcels to those vulnerable households in the TN21 postcode area.

Age Concern Heathfield and District

The Men's Shed has made significant steps forward this year. The new shed itself was delivered and built in the Spring and kitted out with an unbelievable amount of equipment funded by generous grants obtained and fund raising by its members. The official opening of the 'Shed', by Roger Daltrey, took place in September. Whilst face to face meetings have been limited during the year, the Men's Shed have a solid base from which it can now grow.

With the availability of the Covid vaccine in January, we were able to support a number of our clients by organising commercial taxi's and covering the higher costs of the journey for those who couldn't get to the vaccination centres outside of the Heathfield area.

As you can see it has been a busy year despite the constraints of Covid, but we have adapted to meet the changing demands during this period. Throughout the year we have operated within the guideline set out by central Government and have deliberately been cautious in re-opening our services for the safety of everyone. It is pleasing to report that we were able to resume the Minibus and Medical Car services during August, albeit the Minibus service was initially operated on reduced passenger numbers to ensure good social distancing. Whilst we recognise that this is a cautious approach, the Executive Committee chose to take it for the safety of both our passengers & volunteers. We continue to ensure our buses are operated as safely as possible, with each bus sanitised after each journey with the release of sanitising 'bombs'.

We were delighted to have had a visit from Amanda Hamblin, one of the Deputy Lieutenant's of East Sussex at the beginning of August (her original visit having been rescheduled due to the Covid restrictions) The purpose of her visit was to thank us for all that we had done to support the community during the pandemic and to find out more about us as an organisation. Our efforts had not gone unnoticed, and having been further impressed by finding out that we have achieved all that we do as a local, independent charity and are run entirely by volunteers, she has recommended that we be nominated for a Queen's Award for Voluntary Services. Along with the Parish Council, a nomination has been made and we await further news.

Our Finances

With the Minibuses and Medical Car services not operating, the level of donations has reduced significantly. We do of course continue to have certain expenses associated with the buses and central costs to meet. Throughout the year we have been fortunate to benefit from a number of sizeable donations along with many others small amounts.

During the year we received two significant legacies. The Executors of the late Patricia Gossell have given the Charity £10,000 and a further payment of £7,546 was received from the Executors of the late Maurice Spurgeon. These were incredible sums that will help us to continue to operate.

In addition to these legacies, we also received a number of large donations from Joan Orman, Brenda Cobby, and the Heathfield & Waldron Rotary Club, not forgetting the significant number of donations from clients and their families as a 'thank you' for the help and support we have provided during the year. We are so grateful to each and every one of you that have made such kind and generous gesture.

Age Concern Heathfield and District

The Men's Shed have continued to raise funds through the making and selling of items particularly the highly successful sales of wooden Snowmen and Reindeer at Christmas, which raised over £2,000 this year.

We continue to manage closely the expenses of the Charity; during the year these have been particularly related to the maintenance and insurance of our Minibuses, production of the regular newsletter, one off purchases of equipment for the Men's Shed and overheads related to the Office & Shed at Little Tinkers.

Whilst a Net Deficit is reported for the period, it is pleasing to report that our cash balances has notably increased during the year.

Overall we are pleased to report that we are in a strong financial position despite the challenges seen during the year. Furthermore Horam Parish Council – Thank you – has agreed to allocate the organisation a sum of £20,000 to assist with the purchase of a new Minibus – see later comments in this report.

Our People

We are fortunate to have a fantastic team of volunteers and without you we could not offer the services we have during the year. From day one of this pandemic we have been on the front foot, either delivering shopping, or simply talking to our clients, offering activities to help them through difficult times of isolation and getting them to locations outside of Heathfield to get vaccinated. This year has probably been more import than many others given the significant challenges everyone has faced. We also welcome a number of new volunteers to both the Medical Car and Minibus Teams, some of whom volunteered to help during the pandemic and then decided to stay on with us. Thank you all so much.

Of course thanks go to all the members of the Executive Committee who have worked tirelessly behind the scenes making sure everything runs smoothly. Without doubt you have had to make some difficult decision during the year, but the safety of everyone has united you in your views. You have dealt with the challenges that Covid 19 has thrown at you along with managing to operate via Zoom!

We are always touched by the many letters of thanks & comments received from very grateful clients and their families. Volunteering is often about giving something back to the community and helping those who need a little support. A big thank you goes to all our clients and supporters who make volunteering worthwhile.

On a more sober note, during this pandemic we have lost a number of friends and family and our thoughts go out to everyone who has lost someone. Unfortunately Carol Ewart passed away during the year. Carol was a long standing supporter of our organisation and an Executive Committee Member up until last year. Carol joined the organisation originally as a minibus driver, she then moved across to manage the Medical Car Service, and the more latterly enjoyed being an Escort on the minibuses and sorting the monthly rotas. She is sadly missed by us all.

Age Concern Heathfield and District

Our Future

It is pleasing to say that the Minibus and Medical Car Service have both resumed over the last few weeks, they will continue to operate with the safety of our clients and volunteers at the heart of their operation. The 'New Normal' will see some differences in how these services are being run, we are already seeing many of our existing clients return and hope to see many more along with new clients over the coming weeks.

Financially we are in a strong position after a challenging year. It is a pleasure to advise you that after disposing of our oldest Minibus during the year a replacement has been secured and purchased. In October we took delivery of a brand new Mercedes Minibus, utilising the funds that have been donated to the charity along with the financial support that Horam Parish Council have provided.

The challenges of the last year are now truly behind us and the outlook for the coming 12 months is far brighter. We are very proud of the services we provide, and with demand for these services growing, our focus for the year ahead will be on ensuring we continue to run everything to the highest standard possible, and to recruit some extra volunteers to ensure all requests can be met and our services can continue to be improved.

We will no doubt see many of you over the coming weeks and it is hoped that we can all celebrate together at some point in the near future.

Dawn Brock

Co-Chairman of Trustees

Alan Hale

Co-Chairman of Trustees

October 2021

Age Concern Heathfield and District

Age Concern Heathfield & District

Income & Expenditure for 12 months 30th June 2021

	Notes	2021 £	2020 £
<u>Income</u>	2		
General Donations and Activities		34,854	75,185
Investment Income	3	408	58
Total Income		35,262	75,243
<u>Expenditure</u>			
Expenses	4 & 8	30,702	31,396
Accountancy Fees		0	0
Depreciation		15,098	15,200
Total Expenses		45,800	46,596
Net Income/(Expenditure) for the Year/ Net Movement in Funds		-10,538	28,647

Age Concern Heathfield and District

Balance Sheet

As at 30th June 2021

	Notes	£	2021 £	£	2020 £
Fixed Assets	5				
Fixed Assets at Cost			93,715		108,745
Less Depreciation			-45,823		-43,414
			<u>47,892</u>		<u>62,547</u>
Current Assets					
Cash at Bank and in hand	9	93,736		84,171	
Debtors: amounts due within 1 year	6	1,989		4,853	
Creditors: amounts due within 1 year	7		<u>95,725</u>	<u>-200</u>	88,824
Total Assets less current liabilities			<u>143,617</u>		<u>154,155</u>
Funds					
Unrestricted Funds			103,617		114,155
DVLA Mini Bus Gift Aid Reserve			40,000		40,000
			<u>143,617</u>		<u>154,155</u>

The Accounts were approved by the Trustees on

Dawn Brock

Co-Chairman of Trustees

Alan Hale

Co-Chairman of Trustees

Age Concern Heathfield and District

Notes to the Accounts

1) Accounting Policies

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, 'Accounting and Reporting by Charities', issued March 2005 and the Charities Act 2011.

2) Income

	2021	2020
	£	£
Income from Mini Bus Services	2,364	13,562
Subscriptions to Mens Shed	5,827	1,735
Advertising	78	903
Donations/Gifts/Grants	26,585	58,985
	34,854	75,185

3) Investment Income

	2021	2020
	£	£
Interest Receivable	408	58

Age Concern Heathfield and District

4) Other Expenses

	2021	2020
	£	£
Advertising	0	291
Computer	176	0
Contractors / Admin Cost	0	4,421
Equipment	14,131	3,438
General Insurance	439	890
Licenses - Blue Badge	0	20
Medical Expenses	0	106
Meetings Rooms	636	227
Motor Expenses	4,650	11,291
News Letter	0	1,598
Postage and office expenses	1,784	368
Rent	2,190	1,640
Software	123	340
Staff Training, DBS Checks & Welfare		400
Stationary & Printing		1,184
Subscriptions		24
Sundry / Donations		790
Telephone		1,359
Thank You	565	432
Travel & Subsistence	475	0
Office / Shed / Shopping	357	2,052
Misc	5,177	526
	<hr/> 30,703	<hr/> 31,396 <hr/>

Age Concern Heathfield and District

5) Fixed Assets

	2021 £	2021 £	2021 £	2020 £
	Buildings	Motor Vehicles	Total	Total
Fixed Assets at Cost B/fwd	26,715	82,030	108,745	90,761
Additions in Year				
Purchased				17,984
Disposal		-15,030	-15,030	
Gift Aided – DVLA Scheme				
Total Cost of Fixed Assets C/fwd	26,715	67,000	93,715	108,745
Depreciation B/fwd	1,746	41,668	43,414	28,214
Depreciation Charge in Year	5,343	9,756	15,099	15,200
Depreciation eliminated on disposal		-12,690	-12,690	
Total Depreciation Charge	7,089	38,734	45,823	43,414
Net Book value at 30th June 2021	19,626	28,266	47,892	65,331
Net Book value at 30th June 2020	24,969	40,362	65,331	65,331

6) Debtors: amounts falling due within one year

	2021 £	2020 £
Shopping purchased for Clients	1,989	4,853

7) Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals	0	200

8) Trustees

None of the Trustees (or any person connected with them) received any remuneration or benefits from the charity during the year.

Age Concern Heathfield and District

9) Analysis of Funds

	As at 30 th June 2020	Cash Flow	As at 30 th June 2021
	£	£	£
Cash at Bank and in Hand	84,172	9,564	93,736

Age Concern Heathfield and District

Independent examiner's report to the trustees of Age Concern Heathfield and District

I report to the trustees on my examination of the accounts of the Age Concern Heathfield and District for the year ended 30 June 2021.

Responsibilities and basis of report

As the charity trustees of Age Concern Heathfield and District you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Age Concern Heathfield and District's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of Age Concern Heathfield and District as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Elisabeth Williams
ACA membership no 3403610
Howard & Co
Monkhurst House Offices
Sandy Cross Lane
Heathfield
East Sussex
TN21 8QR
Date: 20 October 2021

Blank Page