

**Registered Company Number: 04398585**

**Registered Charity Number: 1099616**

**AGE CONCERN REGIONAL SUPPORT SERVICES  
(SOUTH EAST)  
(A Company Limited by Guarantee)**

**FINANCIAL STATEMENTS  
for the YEAR ended  
31 MARCH 2019**

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



**Age Concern Regional Support Services (South East)**  
**(A Company Limited By Guarantee)**  
**General Information**

**Directors**

Sue Zirps (Chair)

Margaret Clarke

Paul Coles

Diane Henderson - resigned 25/09/18

S Hare

J M Norley

**Secretary**

Margaret Clarke

**Registered office & charity address**

Rex House

William Road

Guildford

GU1 4QZ

**Registered company number**

04398585

**Registered charity number**

1099616

**Independent examiner**

P R Williams F.C.C.A

Davis, Burton, Williams & Co

Chartered Certified Accountants & Registered Auditors

Unit B11

Sutton Business Centre

Restmor Way

Wallington

Surrey SM6 7AH

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**ANNUAL REPORT AND FINANCIAL STATEMENTS**

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## **AGE CONCERN REGIONAL SUPPORT SERVICES (SOUTH EAST)**

**(A Company Limited By Guarantee)**

### **ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2019**

#### **Report of the Trustees.**

The trustees, who are also directors of the company for the purposes of company law, of Age Concern Regional Support Services (South East), known as Age Concern in the South East, submit their report and financial statements for the year ended 31<sup>st</sup> March 2019.

#### **Objectives and Activities**

##### **Principal activity**

The principal activity of the charity in the year was to promote the relief of elderly people in any manner which now or hereafter may be deemed by law to be charitable in and around the South East of England

##### **Objectives of the Charity**

The charity promotes the wellbeing of older people across the South East of England and aims to help make their lives as fulfilling and enjoyable as possible.

This is a common objective of the 136 Age UK's across the United Kingdom providing support and a range of services to people over 50, who make up one third of the UK population.

##### **Strategic direction of the charity**

The trustees have confirmed the following general goals of the charity:

- To maintain its position as a respected and acknowledged authority representing the interests of older people within the South East region
- To develop closer links/partnerships with other groups concerned with the needs of older people including friends of Age UK.
- To build upon the friendly relationships established with Age UK groups across the region.
- In conjunction with the Age UK network in the South East, to review and develop service provision for older people, with the emphasis on providing good quality services at reasonable prices, where there is significant unfilled demand.
- To ensure that the charity is financially self-sustaining and has sufficient resources in terms of both income and reserves to meet on-going and future client needs and to maintain a loyal and well-motivated staff and volunteer force
- To play a positive role in supporting the needs of older people across the UK as an active part of Age UK.

## **AGE CONCERN REGIONAL SUPPORT SERVICES (SOUTH EAST)**

**(A Company Limited By Guarantee)**

### **ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2019 (Continued)**

#### **Delivery of Public Benefit**

In line with members of the Age UK Association, this charity adopts the common charity objectives, focusing on older people and their standards of life fulfilment and enjoyment.

The charity aims to work in cooperation with other organisations, statutory, commercial and voluntary to support older people through a range of services.

#### **Review of the year's activities**

The company continues to provide support to the South East Congress, the voice of Age UK's in the South East within Age UK, through the distribution of travel bursaries to attendees at Congress meetings. The Congress is open to all Age UK's based in the South East. The Congress held four meetings in the year these being in April, June, October and February. The meetings are open to Chief Officers and Chairs or their nominees to ensure maximum attendance by the members of the Congress.

The Company is committed to support the work of the South East Congress through administrative support and the provision of travel bursaries. Following on from the successful work with SEEFA on two projects the Board agreed to commission a further project, Having Our Say on Information and Advice, with a symposium which took place at Westminster in November 2018.

**AGE CONCERN REGIONAL SUPPORT SERVICES (SOUTH EAST)**  
**(A Company Limited By Guarantee)**

**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 Charity 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.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

On behalf of the board



M Clarke  
Secretary

Date: 14.5.19

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**

### **AGE CONCERN REGIONAL SUPPORT SERVICES (SOUTH EAST) (A Company Limited By Guarantee)**

I report on the accounts of the charity for the year ended 31 March 2019, which are set out on pages 6 to 12.

#### **Respective responsibilities of the Trustees and Examiner**

As described on page 4 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*

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

Date 14.5.19

**Age Concern Regional Support Services (South East)**  
**(A Company Limited By Guarantee)**  
**STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 MARCH 2019**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>2019 Total Funds £</b>	<b>2018 Total Funds £</b>
<b><u>INCOMING RESOURCES</u></b>				
<b>Incoming resources from generated funds:-</b>				
Bank interest	-	-	-	-
<b><u>Total Incoming Resources</u></b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>RESOURCES EXPENDED</u></b>				
<b>Charitable activities:-</b>				
Our Ageing Society	-	-	-	406
Regional meetings	1,525	-	1,525	394
Information and Advice	-	4,690	4,690	1,913
Bursary fund	-	-	-	1,010
	<u>1,525</u>	<u>4,690</u>	<u>6,215</u>	<u>3,723</u>
<b>Governance Costs:-</b>				
General expenses	47	-	47	115
Amounts payable to accountant	200	-	200	200
Independent Examiner's Fee	585	-	585	600
	<u>832</u>	<u>-</u>	<u>832</u>	<u>915</u>

**Age Concern Regional Support Services (South East)**

**(A Company Limited By Guarantee)**

**STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 MARCH 2019 (continued)**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>2019 Total Funds £</b>	<b>2018 Total Funds £</b>
<b><u>RESOURCES EXPENDED (continued)</u></b>				
<b><u>Total Expenditure</u></b>	<u>2,357</u>	<u>4,690</u>	<u>7,047</u>	<u>4,638</u>
<b><u>Net (Outgoing)/Incoming Resources for the year</u></b>	(2,357)	(4,690)	(7,047)	(4,638)
Total Funds brought forward	15,975	6,554	22,529	27,167
<b><u>TOTAL FUNDS CARRIED FORWARD</u></b>	<u>13,618</u>	<u>1,864</u>	<u>15,482</u>	<u>22,529</u>

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

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

The notes on pages 9 to 12 form an integral part of these accounts.



**Age Concern Regional Support Services (South East)**  
**(A Company Limited By Guarantee)**  
**BALANCE SHEET as at 31 MARCH 2019**

	Note	2019	2018
		£	£
<b><u>CURRENT ASSETS</u></b>			
Debtors	5	-	-
Cash at Bank (and in hand)		<u>16,282</u>	<u>25,242</u>
		16,282	25,242
<b><u>CURRENT LIABILITIES</u></b>			
Creditors	6	<u>(800)</u>	<u>(2,713)</u>
<b><u>NET CURRENT ASSETS</u></b>		15,482	22,529
<b><u>NET ASSETS</u></b>		<u>15,482</u>	<u>22,529</u>
<b><u>RESTRICTED FUNDS</u></b>		1,864	6,554
<b><u>UNRESTRICTED FUNDS</u></b>			
General Purposes Fund		<u>13,618</u>	<u>15,975</u>
<b><u>TOTAL FUNDS</u></b>		<u>15,482</u>	<u>22,529</u>

In preparing these financial statements:

For the year ending 31st March 2019 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the board on 14.5.19



Sue Zirps (Trustee)

The notes on pages 9 to 12 form an integral part of these financial statements.

## **Age Concern Regional Support Services (South East)**

**(A Company Limited By Guarantee)**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019**

#### **1, Accounting Policies**

##### **Accounting convention**

The financial statements are prepared under the historical cost convention and in accordance with applicable Accounting Standards and the Charities SORP 2005 (Statement of Recommended Practice "Accounting By Charities" issued in March 2005) and the Charity's governing documents.

The Charity has a healthy bank balance and satisfactory reserves. No material uncertainties that may cast significant doubt upon the ability of the Charity to continue as a going concern have been identified by the Trustees. On this basis, the trustees consider that it remains appropriate to adopt the going concern basis in preparation of the financial statements.

##### **Cash flow statement**

Exemption has been taken from preparing a cash flow statement on the grounds that the company qualifies as a small company.

##### **Resources expended**

Liabilities are recognised as resources expended as soon as there is legal or constructive obligation committing the Charity to the expenditure.

All expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all costs related to the category. No allocation of costs is required since all the costs can be allocated to the activity to which they relate.

Charitable activities are those incurred by the Charity in order to meet its charitable objectives, including support costs.

Governance costs comprise all costs involving the public accountability of the Charity and its compliance with regulation and good practice. These costs include costs relating to accountants fees, trustee meetings and legal fees.

##### **Recognition of liabilities**

These financial statements recognise all liabilities that the charity has responsibility for. The Charity is not aware of any contingent liabilities.

##### **Funds held for restricted purposes**

Restricted funds represent income received by the Charity for specific purposes or areas.

**Age Concern Regional Support Services (South East)**  
**(A Company Limited By Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019 (continued)**

**2 Analysis of Total Resources**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>Charitable Activities</b>		
Our Ageing Society	-	406
Regional meetings	1,525	394
Information & advice	4,690	1,913
Bursaries	-	1,010
	<u>6,215</u>	<u>3,723</u>
<b>Governance Costs</b>		
Amounts payable to independent examiner	47	600
Amounts payable to accountant	200	200
General expenses	585	115
	<u>832</u>	<u>915</u>
<b>Total Resources Expended</b>	<u><u>7,047</u></u>	<u><u>4,638</u></u>

**Age Concern Regional Support Services (South East)**  
**(A Company Limited By Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019 (continued)**

**3 Staff Costs**

Monies paid to trustees during the year were as follows:

A total of £200 (2018 - £200) was reimbursed to one trustee for professional services and a total of £762 (2018 - £417) was reimbursed to five (2018 - two) trustees for travelling expenses.

**4 Taxation**

As a charity, the Trust is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or S256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity

**5 Debtors**

Prepayments & accrued income

**2019**  
**£**

**2018**  
**£**

-

-

**6 Creditors - falling due within one year**

Accruals

**2019**  
**£**

**2018**  
**£**

800

2,713

**7 Reconciliation of Funds**

	<b>Restricted Funds £</b>	<b>Unrestricted Funds £</b>	<b>Total Funds £</b>
At 1 April 2018	6,554	15,975	22,529
Incoming resources	-	-	-
Outgoing resources	(4,690)	(2,357)	(7,047)
At 31st March 2019	<u>1,864</u>	<u>13,618</u>	<u>15,482</u>
Represented by:			
Debtors	-	-	-
Cash at bank	2,664	13,618	16,282
Creditors	(800)	-	(800)
	<u>1,864</u>	<u>13,618</u>	<u>15,482</u>

**Restricted Funds**

These are funds to be used for specific purposes by the Charity.

**Unrestricted Funds**

These are funds which the Charity may use in furtherance of its charitable objectives at the discretion of the Trustees.

**Age Concern Regional Support Services (South East)**  
**(A Company Limited By Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019 (continued)**

**8 Restricted Funds**

	<b>1st April 2018 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>31st March 2019 £</b>
Information & Advice	6,554	-	4,690	1,864
At 31st March 2019	<u>6,554</u>	<u>-</u>	<u>4,690</u>	<u>1,864</u>

**9 Limited Liability**

Age Concern Regional Support Services in the South East is a company limited by guarantee, the liability of the members being limited to £1 each.

**10 Public Benefit Entity**

The company is a public benefit entity.