

**AGE UK RICHMOND UPON THAMES**  
**COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS**

**31 MARCH 2012**



**Company Registration Number - 4116911**

**Charity Registration Number - 1084211**

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**AGE UK RICHMOND UPON THAMES**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2012**

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**AGE UK RICHMOND UPON THAMES**  
**REFERENCE AND ADMINISTRATIVE DETAILS**  
**FOR YEAR ENDED 31 MARCH 2012**

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<b>Patrons</b>	Dr Vincent Cable MP Zac Goldsmith MP Baroness Kramer of Richmond Park
<b>Vice Presidents</b>	Andrew Ayling Clive Bradley CBE ( <i>appointed 27 October 2011</i> ) Michael Phelps
<b>Registered charity name</b>	Age UK Richmond upon Thames
<b>Charity registration number</b>	1084211
<b>Company registration number</b>	4116911
<b>Company status</b>	The organisation is a charitable company limited by guarantee
<b>Registered office and Principal office address</b>	Suite 301, 3rd Floor Parkway House, Sheen Lane London SW14 8LS
<b>Trustees</b>	
<b>Elected</b>	Veronica Schroter - Chair Keith Atkinson – Treasurer Carmel Bamford Clive Bradley CBE ( <i>resigned 27 October 2011</i> ) Geoffrey Boyes Philip Carr ( <i>elected 27 October 2011</i> ) Michael Collas Michael Green Denis Palmer ( <i>elected &amp; appointed 27 October 2011</i> )
<b>Co-opted</b>	Cllr Frances Bouchier Charlotte Cornish ( <i>co-opted &amp; appointed 18 November 2011</i> )
<b>Company Secretary</b>	Clive Bradley CBE ( <i>resigned 23 February 2012</i> ) Declan Keane ( <i>appointed 23 February 2012</i> )
<b>Chief Officer</b>	Sandra Morrison
<b>Deputy Chief Officer</b>	Margaret Reynolds
<b>Auditors</b>	Owadally and King, Chartered Certified Accountants, Registered Auditors 73 Park Lane, Croydon, Surrey CR0 1JG
<b>Bankers</b>	Barclays Bank PLC CAF Bank Ltd CCLA Investment Management Ltd HSBC Bank plc Scottish Widows Bank Ltd
<b>Solicitors</b>	Dixon Ward and Russell Cooke

## **AGE UK RICHMOND UPON THAMES**

### **CHAIR'S STATEMENT**

**YEAR ENDED 31 MARCH 2012**

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Another challenging year sped by while we worked hard to maintain our high quality services for older people in the Borough. At the same time we kept ahead of the changes in the way services were to be commissioned by the Council and the urgent need to diversify our funding streams.

An emphasis on Health and Wellbeing for older people underpinned our services last year. This was reflected in the name of our latest new social centre in Twickenham, which replaced Meadows Hall, which had sadly fallen into disrepair and needed a complete rebuild. Almost 400 people attended the opening of the Twickenham Wellbeing Centre by the Mayor of Richmond, in March 2012 and new members have been joining throughout the year. We know that there is a huge interest in the activities on offer which range from Pilates, massage, therapies and IT tuition to a simple friendly cup of tea and companionship.

Our new Vice-President, Clive Bradley, retired from the Board at our AGM. He was an early Chairman, and latterly Treasurer, who served Age Concern well from its inception in 2000 until our rebranding as Age UK Richmond last year. Under his stewardship and generosity Age Concern grew into a well-respected charity offering high quality services to older people.

Our choice of new trustees, Denis Palmer and Charlotte Cornish was determined by the need to constitute a Board that reflected business development skills and the legal issues associated with the new local authority commissioning process. This procurement process, inevitably, has increased competition within the voluntary sector and with national providers, but we are determined to continue to work in partnership with our colleagues in the sector to ensure that we keep our former alliances intact.

Our Chief Officer, Sandra Morrison, has formed excellent relationships with the Council and our supporters and her personal commitment in guiding the charity over the past seven years has produced a highly skilled and professional staff team who give so much more to the charity than their normal working day. Their commitment is highly valued by the Board of Trustees, and we work together to serve the best interests of the charity and all older people in the Borough of Richmond.

During the year we were delighted to gain the ISO 9001 British Standard award, which is the quality mark needed for the challenges we face in the future and again is an indication of the calibre of the staff team.

With funding from City Bridge Trust we restarted our Outreach Programme. This programme is developing activities and services across the borough. It also identifies people who are socially isolated and lonely and introduces them back in to their community. Volunteers accompany people to our social centres or other activities in their local area, which helps to improve their health and wellbeing.

Our Key Strategic role, which brings all the other organisations working with vulnerable older people together, continued to be a cohesive force although the funding for this work ceased in March. Alongside this we ran two campaigns and drew attention to the need for Self-Care in older age and to the Winter Warmth project, which is so important to those who cut back on the heating in their homes in their struggle to make their income go further.

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Our Handyperson Service delivered to homes across the Borough was also key in identifying other critical needs. Our Welfare Benefits Service, amazingly, managed to successfully claim £1.3 million in benefits for people who were unaware of their right to apply for extra help to improve their quality of life.

All our services were enhanced by the commitment of our 124 volunteers who unstintingly gave their free time to help their fellow citizens. Without them few of our services could be maintained at this level and we remain most grateful to them.

We remain indebted to our three local charitable trusts Hampton Fuel Allotment Chanty, Richmond Parish Lands and Barnes Workhouse Fund and to national funders for their support and help over the past year, which has enabled us to maintain our services at the high standard that has been expected from us over many years. We also enjoyed our working partnership with Age UK national who provided us with support and advice.

As Chair of Age UK Richmond, I should like to thank all those who have worked for or supported us, in the past year and feel certain that we will continue to work together to achieve our goals in improving the lives of older people during the next year and beyond.

**Veronica Schroter**  
**Chair**

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**TRUSTEES' ANNUAL REPORT**  
**YEAR ENDED 31 MARCH 2012**

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The Trustees, who are also directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2012

**REFERENCE AND ADMINISTRATIVE DETAILS**

Reference and administrative details are shown in the schedule of members of the Board and professional advisors on page 1 of the financial statements

**THE TRUSTEES**

The Trustees who served the charity during the period were as follows

Keith Atkinson	
Carmel Bamford	
Clive Bradley CBE - Treasurer	<i>(resigned 27 October 2011)</i>
Cllr Frances Bouchier	<i>(Co-opted)</i>
Geoffrey Boyes	
Philip Carr	<i>(Formerly co-opted and elected 27 October 2011)</i>
Michael Collas	
Charlotte Cornish	<i>(Co-opted &amp; appointed 18 November 2011)</i>
Michael Green	
Denis Palmer	<i>(Elected &amp; appointed 27 October 2011)</i>
Veronica Schroter - Chair	

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing Document**

The organisation is a charitable company limited by guarantee, incorporated on 29 November 2000 and registered as a charity on 20 December 2000. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount of £1 each.

**Recruitment and Appointment of Trustees**

Trustees are also directors of the Company and under the Company's Articles are known as Trustees. Under the requirements of the Memorandum and Articles of Association the members of the Board of Trustees are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. No other persons or bodies external to the charity are entitled to appoint persons to the Board of Trustees.

The Trustees seek to ensure that the needs of older people are appropriately reflected through the diversity of the trustee body.

**Trustee Induction and Training**

Becoming a Trustee brings with it specific responsibilities of which the new Trustee needs to be made aware. In particular, Trustees must have access to the information they need to be able to satisfy themselves that the funds and assets of the charity have been properly administered. Thus, all Trustees, as part of their induction, receive an Induction Pack containing a copy of the charity's key documents including the Memorandum and Articles and the latest financial statements. Each Trustee will meet with the Chief Officer and Deputy Chief Officer in order for the Trustee to gain an understanding of the financial position, an awareness of the activities of the organisation, any resource issues it may be facing and future plans and objectives. Newly appointed Trustees are also provided with a comprehensive induction to Age UK Richmond upon Thames through the provision of training courses and mentoring by established Trustees.

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**Organisational Structure**

Age UK Richmond upon Thames has a Board of Trustees of up to twelve members who meet quarterly and are responsible for the strategic direction and policy of the charity. The Trustees carry the ultimate responsibility for the conduct of the organisation and for ensuring that the charity satisfies its legal and contractual obligations. At present the Board has ten members from a variety of professional backgrounds relevant to the work of the charity. The Chief Officer also sits on the Board but has no voting rights.

**Risk Management**

In accordance with good governance practices, the Board regularly assesses the major risks to which the charity is exposed, in particular those relating to the operations and finances of the charity. This is an especially important exercise at the current time, with the profound financial uncertainties about the future and the major changes being undertaken by local and health authorities in supporting and commissioning activities in support of their statutory and other responsibilities. The Board has this year therefore undertaken an especially thorough review of the risks faced by the charity and of the steps and procedures needed to avoid and mitigate them, revising its Risk Register as appropriate, and is satisfied that the necessary safeguards and procedures are in place, and that it can respond promptly to all foreseeable risks that may arise.

A scheme of delegation is in place and the day to day operation of the organisation rests with the Chief Officer. The Chief Officer is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met.

**Equal Opportunities**

Age UK Richmond upon Thames operates a policy of equal opportunities. All recruitment, employment practice and service delivery within the organisation is carried out according to the principles of equal opportunities.

**Related Parties**

Age UK Richmond upon Thames is an independent local charity based in Richmond upon Thames, responsible for its own policy, direction and funding.

Age UK Richmond upon Thames is a brand partner of Age UK. Working with Age UK we raise policy issues that may benefit from work at national level. We pursue locally, issues raised at national level. We provide case studies and we arrange for local older people to act as spokespeople on national topics. We provide ideas and input into discussions and consultations on policy matters. Staff and Trustees attend a range of Age UK organised meetings to share 'best practice' and ideas. We receive monthly information and updates that may be of interest to local Age UK charities from Age UK, which undertakes national policy and campaigning work. Through Age UK, we also have access, to reduced cost training for staff and volunteers, to share 'best practice' with other local Age UK charities around the country, and to training and support for Trustees.

The charity also co-operates and liaises with a number of other advisory services, local charities and social services departments on behalf of clients.

**Register of Interests**

A register has been set up in which Trustees are required to declare their outside interests, specifically directorships of other Boards.

## **OBJECTIVES AND ACTIVITIES**

### **Purposes and Aims**

Our charity's purposes as set out in the objects contained in the company's memorandum of association are to benefit the older members of the public by providing

- Preventative services
- Information, advice and advocacy

### **Ensuring our work delivers our aims**

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aim, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

### **The focus of our work**

Our main objectives for the year continued to be the improvement of the quality of life for older people in the London Borough of Richmond upon Thames and to enhance their status and influence. In order for Age UK Richmond upon Thames to meet its principal objectives we need to

- Command the support of the public and other relevant voluntary and community organisations as the lead local voluntary organisation in our area of work
- Provide support to, and consult with, voluntary and community groups working in the same specialist area of work and representing their views on strategic bodies in the Richmond Borough, particularly to local statutory bodies
- Work in partnership with public bodies and organisations within our sector to provide services to diverse communities in a variety of locations which are designed to complement, enhance or add value to statutory sector provision
- Create volunteering opportunities

### **How our activities deliver public benefit**

All our charitable activities focus on the principal objectives of Age UK Richmond upon Thames which are to

- Promote the rights and needs of older people
- Provide services which appropriately meet the needs of older people
- Research new needs and investigate innovative ways of meeting them
- Ensure the needs of older people are included in joint planning with statutory and other voluntary bodies

Our charitable activities are undertaken to further our charitable purposes and for the public benefit. Our main activities are described below.



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**ACHIEVEMENTS AND PERFORMANCE**

**Promoting the rights and needs of older people**

Age UK Richmond upon Thames represented older people on a variety of planning and consultative fora and committees. Work has also been carried out with the local authority, health services, voluntary sector and independent organisations, through meetings, planning groups, review groups and written reports to try and ensure the best possible services for older people.

As the Strategic Lead for Older People Age UK Richmond upon Thames has maintained its position within the borough as the lead organisation working with older people and continued to facilitate Network Committee meetings and continued to develop its Network Committee ensuring all stakeholders had an opportunity to contribute to policies and procedures and share information on older people's issues.

**Information, Advice & Advocacy**

**First Contact Helpline**

The First Contact Helpline provides information and advice to people over 60, as well as to their families, friends and carers.

The service is free, confidential and independent, and helps with issues such as money and benefits, health and social care, housing, education, transport and access to other local services. Our advisors answer queries, send out information and direct callers to other relevant services. Ongoing in-depth support is available for more complex issues and for help completing forms. An advisor can also visit people at home.

We continue to see increasing numbers of older people needing help and assistance with money, housing, health and care. In 2011/12 we extended the opening hours for the First Contact Helpline Service by working in partnership with other Age UKs and we are now open from Monday to Friday between 10am-4pm. The service helped 2,000 people during the year to 31<sup>st</sup> March 2012.

**Welfare Benefits Advice Service**

Richmond is often perceived as a wealthy borough but many residents are entitled to benefits. Too often, though, they are unaware of what they are entitled to or what they can claim and they also need help to do so. Our Welfare Benefits Advice Service helps people over 60 successfully claim these benefits that make such a difference to their lives.

By offering a flexible and comprehensive service, we aim to reach as many people as possible. Our specialist advisors can help people over the phone, in their own homes, via email, in the office or some other location that's more suitable for that individual. We carry out a full benefit entitlement check and complete any necessary forms on their behalf. Our advisors have the skills and expertise to describe a claimant's situation accurately, maximising their chance of a successful outcome. In addition, we check to see if there are other services that could improve that person's quality of life.

During this year we helped residents successfully claim over £1.3m of benefits.

**Quality Monitoring Service**

We work with Richmond Council to improve its services for older people by providing independent feedback. We do this via three projects, which are linked to the Council's Quality Assurance Team.

- monitoring visits to older people who receive a high level of care at home
- peer review visits to older people in residential homes
- 'mystery shopping' exercises for the Access Team, which is the first point of contact for social services

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The monitoring and peer review visits establish how people receiving care feel about the service. They are encouraged to express their opinions and have a say in the services offered.

The mystery shopping exercises check the quality of service that the Access Team provides to telephone callers. Our feedback helps in staff training and identifies gaps in the information provided.

**Richmond Independent Brokerage Service**

RIBS works with disabled and older adults who are eligible for support from social services. In particular, it helps people who are thinking of having a direct payment from social services, so they can organise support in a way that suits them.

RIBS has three support brokers, who visit people at home to find out about their needs and what is most important to them. Relatives and friends are often included in these discussions. The support brokers help people to consider their options and the costs, to put together a support plan and budget, and then help get this approved by social services. Once the plan is approved, the support brokers help to set up the services and activities required.

Age UK Richmond was one of three organisations involved in RIBS, alongside VoiceAbility and Richmond Users Independent Living Scheme (RUILS) until January 2012. The service still continues however it is now delivered exclusively by RUILS.

**Outreach Programme**

Our vision is for all of our services to be accessible to all local older people in the borough, including those who cannot easily reach us. As a result, we offer home visits to people who are housebound or have limited mobility and we also take many of our activities and services out into the community, through our Outreach Programme.

We provide different services and activities in different venues throughout the borough such as sheltered housing, libraries and community halls. We provide exercise and computer classes, reflexology, chiropody and other services to people who find it hard to travel to our social centre locations in Barnes, Twickenham, Whitton and Hampton.

As a result of our outreach programme older people across the borough get the same mental and physical health benefits that our social centres provide, while the activities boost the local community by helping people meet up and participate.

As reported last year after six successful years, the funding for our outreach programme came to an end on 31 March 2011. Since then however we have secured new funding for a further three years and resumed the programme in 2012. We will continue to work in partnership with other organisations in the borough to deliver our outreach programme, which allows us to extend the range of services by pooling financial resources and people.

**Social Centres**

We run social centres in Twickenham, Barnes, Whitton and Hampton. During 2011 Richmond Council agreed for us to relocate our activities provided at Meadows Hall in Richmond, which was in a dilapidated state of repair, to our new centre in Arragon Road, Twickenham. Meadows Hall closed its doors in December 2011 and our Twickenham Wellbeing Centre opened to the public in March 2012.

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Everyone over 50 years of age living in the Richmond borough is eligible to attend any of our centres. We currently have more than 800 members with 26% of the membership aged between 65 - 74 and 58% aged 75 years or older.

Our centres are run by a small team of 8 paid staff alongside 45 volunteers. Between them they provide nearly 30 different activities each week, which enables members to learn, socialise and stay fit. These activities include health checks, high and low impact exercise groups, computer classes, discussion groups, dancing and outings to interesting places.

The feedback we receive gives us the evidence that the centres play a vital role in our members' lives. We also know from academic studies that increased participation and engagement leads to better physical and mental health, which in turn enhances quality of life and well-being. This has broader social benefits, allowing older people to contribute more, for example through working longer, and reducing spending on intensive services.

We aim to increase our membership by reaching more older people throughout the borough. There are 35,300 people over 60 years of age in the borough, of which 4,000 are 85 or over, so we have significant room to grow. This will allow us to make a real difference to more people and to generate increased revenue through the activities we charge for, making Age UK Richmond more self-sufficient.

#### **Handyperson Service**

The Handyperson Service helps older or disabled people, by doing practical jobs around their home and garden. This enables our clients to maintain their independence and live in their homes for longer. It also improves their safety and security.

The jobs we can help with range from changing light bulbs to installing sensors, alarms and other equipment that help people live independently. We also install grab rails and other living aids. We have a team of trusted staff and volunteers and provide all the tools needed. In 2011/12, we completed more than 1,900 jobs for 832 clients.

We also help older people to use computers. Our IT support volunteers visit people at home and teach them about email and the internet. This allows them to keep in touch with friends and family, and can increase their independence through internet banking and online shopping. It also offers peace of mind for their relatives.

#### **Volunteers**

Our volunteers are essential to the running of our services. They offer support and companionship to older people and bring a wealth of skills and professional experience to our organisation.

We now have over 120 active volunteers working with us. They support our social centres, Handyperson Service, Quality Monitoring Service, First Contact Helpline and our head office staff. Increasingly, our volunteers support us in more than one role, which helps them become experts in how we work and creates more interesting and diverse roles.

We benefit from many newly retired volunteers, who have fresh skills as well as time, energy and commitment. Many stay with us and we have active volunteers in their late 80s and 90s. Recent research shows that volunteering can help older people stay healthy and stimulated and can even extend life. We also welcome younger volunteers, who often join us during holidays or to gain work experience. Many others volunteer while their children are at school.

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To find new volunteers, we advertise on our website and other volunteering sites. We have strong links with Richmond Council for Voluntary Services and we also find volunteers through the local media, libraries and businesses.

Because our volunteers are so important to us, we go through a careful recruitment process. This includes an application pack, interviews, references and a Criminal Records Bureau check. We provide an induction and one-to-one supervision meetings, and each volunteer goes through a three-month 'taster period', followed by a three-month review.

As well as our regular helpers, we also benefit from employee volunteering days. During the year, eBay and the Prince's Trust once again provided large teams of enthusiastic people, which helped make our events a success. We look forward to working with them again.

**Acrute Ltd**

Acrute Ltd is a wholly owned subsidiary of Age UK Richmond upon Thames, whose principal activity is the carrying on an agency, for the sale on a commission basis, of Age UK Enterprises' insurance products. In 2011-2012 the company did not trade, in 2010-2011 Acrute Ltd contributed a gross £29,807 to our accounts. The Board of Age UK Richmond upon Thames considered the future of Acrute Ltd and its viability as a going concern, and has concluded that Acrute Ltd will be a useful vehicle for future trading activities, including potential social enterprises, and should remain in existence as a non trading going concern.

**FINANCIAL REVIEW**

**Principal Funding Sources**

The principal funding sources for the charity are currently by way of grant income, donations, income from activities and fundraising. In the year we have seen increases in donations received, growth in the number of social centre members and higher level of participation in activities run in the social centres. In addition we continue to receive financial support from the London Borough of Richmond upon Thames, NHS Richmond, Hampton Fuel Allotment Charity, Richmond Parish Lands, Barnes Workhouse Fund and new funding from City Bridge Trust, Javon CT, Porters Trust as well as support from other local and national charities.

**Income & Expenditure**

The total income for the Year 2011/12 was £875,908 as compared to £925,439 in 2010/11, a decrease of 5%. The fall in income is due to the ending of some sponsored projects but these were replaced by new projects such as the Outreach programme supported by the City Bridge Trust. The majority of our income in the year was restricted and the total restricted income for the Year 2011/12 was £716,990 slightly down on the previous year 2010/11 when restricted income came to £759,185. Unrestricted income also decreased to £158,918 (Year 2011/12) from £166,254 (2010/11).

Expenditure for the year 2011/12 decreased to £815,773 compared with £848,732 (2010/11), a reduction of 4%. Staffing costs account for 62% of total expenses, followed by premises costs which account for 18% of total costs. The management and trustees continue to closely manage and monitor expenditure to ensure only necessary expenditure is incurred.

The financial year 2011-2012 ended with a surplus of £60,135 (2010-11 £76,707). The surplus generated will be retained in reserves and greatly strengthens the financial standing of the charity.

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**TRUSTEES' ANNUAL REPORT**  
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**Reserves Policy**

Age UK Richmond upon Thames has reviewed its Reserves Policy during the year, together with all financial procedures, to ensure the charity has adequate funds to cover the eventuality of funding from external sources for core and essential activities ceasing or being seriously curtailed. The objective is to maintain the organisation's core management and Information and Advice Services and to ensure continuity as a going concern for at least six months to enable funds to be rebuilt. Our current level of net unrestricted reserves as shown in note 23 to these accounts is £275,685 meets our reserve funding objective.

It is a principle of the policy that unrestricted funds not required as working capital or for other purposes should not be retained unnecessarily but should be invested in the future of the organisation and for the benefit of older people.

**Investment Policy**

As required in its Memorandum of Association paragraph 4(p), in furtherance of its objects, and for no other purposes, the Company has the power to invest the monies of the Company not immediately required for its purposes in or upon such investments, securities or property as may be thought fit, subject nevertheless to such conditions and such consents as may for the time being be imposed or required by law. Our current policy is to hold our main reserves in optimum yield cash funds such as the Charities Aid Foundation, while dispersing our funds sufficiently with other trustworthy bankers to have the benefit of Government guarantees.

**Responsibilities of the Trustees**

The Trustees (who are also the directors of Age UK Richmond upon Thames for the purposes of company law) are responsible for preparing the Trustees' Annual Report 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 that give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. 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 Commission's Statement of Recommended Practice
- make judgments and estimates that are reasonable and prudent
- 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 accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

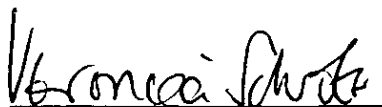
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In so far as the Trustees are aware

- 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

Signed on behalf of the Trustees



**Veronica Schroter**  
**Chair**

16.10.12

**Date**

Registered office  
Suite 301, 3rd Floor  
Parkway House  
Sheen Lane  
London SW14 8LS

**AGE UK RICHMOND UPON THAMES**  
**INDEPENDENT AUDITORS' REPORT TO**  
**THE MEMBERS OF AGE UK RICHMOND UPON THAMES**  
**YEAR ENDED 31 MARCH 2012**

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We have audited the financial statements of Age UK Richmond Upon Thames for the year ended 31 March 2012 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. 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).

This report is made solely to the charity'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 charity's members those matters we are required to state to them in an auditor's 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 charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

***Respective responsibilities of trustees and auditor***

As explained more fully in the Trustees' Responsibilities Statement, 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.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's [(APB's)] Ethical Standards for Auditors.

***Scope of the audit of the financial statements***

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charitable company's circumstances, and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the trustees, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies, we consider the implications for our report.

***Opinion on financial statements***

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 2012 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

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**THE MEMBERS OF AGE UK RICHMOND UPON THAMES**  
**YEAR ENDED 31 MARCH 2012**

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***Opinion on other matter prescribed by the Companies Act 2006***

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements

***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,
- the financial statements are not in agreement with the accounting records and returns,
- 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



Farook Owadally  
Senior Statutory Auditor  
For and on behalf of Owadally & King, Statutory Auditor  
73 Park Lane, Croydon, CR0 1JG

Date 23-10-2012



# AGE UK RICHMOND UPON THAMES

## STATEMENT OF FINANCIAL ACTIVITIES

(INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 MARCH 2012

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2012 £	Total Funds 2011 £
<b>INCOMING RESOURCES</b>					
Incoming resources from generated funds					
Voluntary income	2	43,617	-	43,617	35,902
Activities for generating funds	3	-	-	-	29,807
Investment income	4	1,279	-	1,279	372
Incoming resources from charitable activities	5	114,022	716,990	831,012	859,358
<b>TOTAL INCOMING RESOURCES</b>		<b>158,918</b>	<b>716,990</b>	<b>875,908</b>	<b>925,439</b>
<b>RESOURCES EXPENDED</b>					
Charitable activities	7/9	(69,834)	(740,745)	(810,579)	(840,926)
Governance costs	10	(5,194)	-	(5,194)	(7,806)
<b>TOTAL RESOURCES EXPENDED</b>		<b>(75,028)</b>	<b>(740,745)</b>	<b>(815,773)</b>	<b>(848,732)</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>					
<b>BEFORE TRANSFERS</b>	14	<b>83,890</b>	<b>(23,755)</b>	<b>60,135</b>	<b>76,707</b>
<b>TRANSFERS</b>					
Transfer between funds	15	(35,929)	35,929	-	-
<b>NET INCOMING/(OUTGOING) RESOURCES</b>					
<b>AFTER TRANSFERS</b>		<b>47,961</b>	<b>12,174</b>	<b>60,135</b>	<b>76,707</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		227,724	9,326	237,050	160,343
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>275,685</b>	<b>21,500</b>	<b>297,185</b>	<b>237,050</b>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared

All of the above amounts relate to continuing activities

The notes on pages 17 to 26 form part of these financial statements

# AGE UK RICHMOND UPON THAMES

## BALANCE SHEET

as at the

31 MARCH 2012

	Note	£	2012 £	2011 £
<b>FIXED ASSETS</b>				
Tangible assets	17		3,563	11,901
Investments	18		<u>2</u>	<u>2</u>
			3,565	11,903
<b>CURRENT ASSETS</b>				
Debtors	19	57,765		91,843
Cash at bank and in hand		<u>345,623</u>		<u>205,145</u>
		403,388		296,988
<b>LIABILITIES</b>				
Creditors Amounts falling due within one year	20	<u>(109,768)</u>		<u>(71,841)</u>
<b>NET CURRENT ASSETS</b>			293,620	225,147
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>297,185</u>	<u>237,050</u>
<b>NET ASSETS</b>			<u>297,185</u>	<u>237,050</u>
<b>THE FUNDS OF THE CHARITY</b>				
Restricted income funds	22		21,500	9,326
Designated funds	23		-	69,030
Unrestricted income funds	23		<u>275,685</u>	<u>158,694</u>
<b>TOTAL CHARITY FUNDS</b>			<u>297,185</u>	<u>237,050</u>

These financial statements were approved by the Board of Trustees on the 16.10.12 and signed on their behalf by

  
 VERONICA SCHROTER  
 Chair

  
 KEITH ATKINSON  
 Treasurer

The notes on pages 17 to 26 form part of these financial statements

## 1. ACCOUNTING POLICIES

### Basis of accounting

The financial statements have been prepared under the historical cost convention, except for investments which are included at market value, and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Companies Act 2006

### Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal

### Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant

Membership subscriptions are accounted for on an accruals basis

Donated services and facilities and the value of services provided by volunteers have not been included in these accounts.

Investment income is included when receivable

Incoming resources from charitable trading activity are accounted for when earned

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance

### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered, and is reported as part of the expenditure to which it relates

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity

All costs are allocated between the expenditure categories on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. floor areas, per capita or estimated usage in accordance with Note 13

**AGE UK RICHMOND UPON THAMES**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2012**

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**Pension Scheme**

The charity operates a defined contribution pension scheme for its employees. The contributions are included in the Statement of Financial Activities when they fall due.

**Taxation**

The charity is exempt from Corporation Tax under Chapter 3 of Part 11 of the Corporation Tax Act 2009.

**Consolidation**

In the opinion of the Board of Trustees, the charity's subsidiary is not material to the group and consolidated accounts have therefore not been prepared.

**Cash flow statement**

The Trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small.

**Fixed assets**

All fixed assets are initially recorded at cost. Fixed assets with an initial cost of less than £1,000 are not capitalised.

**Depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Vehicles 33% straight line  
Equipment 25% straight line

**Operating lease agreements**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits or losses on a straight line basis over the period of the lease.

# AGE UK RICHMOND UPON THAMES

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2012

### 2. VOLUNTARY INCOME

	Unrestricted Funds 2012 £	Total Funds 2012 £	Total Funds 2011 £
<b>Donations</b>			
Information, Advice & Advocacy	225	225	2,067
Handyperson Scheme	2,666	2,666	1,620
Social Centres	11,376	11,376	6,791
Others	2,503	2,503	2,154
Age UK London Trading Ltd	9,570	9,570	-
<b>Membership subscriptions</b>			
Social Centres	16,267	16,267	15,000
<b>Legacies</b>			
Legacy	1,010	1,010	8,270
	<b>43,617</b>	<b>43,617</b>	<b>35,902</b>

### 3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds 2012 £	Total Funds 2012 £	Total Funds 2011 £
ACRUTE Ltd	-	-	29,807

Acrute Ltd is a trading subsidiary of Age UK Richmond upon Thames. Acrute Ltd ceased to trade at the end of March 2011.

### 4. INVESTMENT INCOME

	Unrestricted Funds 2012 £	Total Funds 2012 £	Total Funds 2011 £
Bank interest receivable	1,279	1,279	372

### 5. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds 2012 £	Restricted Funds 2012 £	Total Funds 2012 £	Total Funds 2011 £
Quality Monitoring Service	-	18,000	18,000	18,000
Information, Advice & Advocacy	12,800	282,476	295,276	314,370
Social Centres	62,144	303,667	365,811	361,548
Handyperson Scheme	39,078	112,847	151,925	165,440
	<b>114,022</b>	<b>716,990</b>	<b>831,012</b>	<b>859,358</b>

## AGE UK RICHMOND UPON THAMES

NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2012

## 6 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES BY TYPE

	Unrestricted Funds 2012 £	Restricted Funds 2012 £	Total Funds 2012 £	Total Funds 2011 £
<b>Quality Monitoring Service</b>				
London Borough of Richmond upon Thames - Grant	-	18,000	18,000	18,000
	-	18,000	18,000	18,000
<b>Information, Advice &amp; Advocacy</b>				
Richmond Parish Lands Charity	-	20,640	20,640	20,000
Hampton Fuel Allotments Charity	-	24,500	24,500	24,500
Richmond Users of Independent Living Scheme	-	22,436	22,436	41,270
City Bridge Trust	-	9,625	9,625	-
London Borough of Richmond upon Thames - Grant	-	166,448	166,448	191,832
AGE UK	-	26,892	26,892	32,720
EON Benefits Advice Grant 2011	-	10,000	10,000	-
Richmond upon Thames Churches Housing Trust	-	1,435	1,435	-
NHS Richmond	12,500	-	12,500	-
Other Grants	-	500	500	4,048
Activities Income	300	-	300	-
	12,800	282,476	295,276	314,370
<b>Social Centres</b>				
London Borough of Richmond upon Thames - Grant	-	185,430	185,430	153,636
London Borough of Richmond upon Thames - Rent	-	79,500	79,500	77,000
Richmond Adult Community College	-	-	-	7,691
Barnes Workhouse Fund	-	-	-	5,000
Hampton Fuel Allotments Charity	-	12,500	12,500	12,500
Tesco Charitable Trust	-	4,000	4,000	-
Porters Trust	-	7,500	7,500	-
Javon Charitable Trust	-	5,000	5,000	-
Richmond Housing Partnership	-	6,466	6,466	-
Mortlake Parochial Church Council	-	500	500	-
Other Grants	-	2,771	2,771	21,738
Activities Income	62,144	-	62,144	83,983
	62,144	303,667	365,811	361,548
<b>Handyperson Scheme</b>				
London Borough of Richmond upon Thames -Grant	-	84,547	84,547	83,000
Richmond Parish Lands Charity	-	10,300	10,300	10,300
Hampton Fuel Allotments Charity	-	13,000	13,000	13,000
Barnes Workhouse Fund	-	5,000	5,000	6,000
Garfield Weston Foundation	-	-	-	10,000
The Clothworkers Foundation	-	-	-	11,000
Activities Income	39,078	-	39,078	32,140
	39,078	112,847	151,925	165,440
<b>Grand Total</b>	<b>114,022</b>	<b>716,990</b>	<b>831,012</b>	<b>859,358</b>

**AGE UK RICHMOND UPON THAMES**

**NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2012**

**7. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE**

	Unrestricted Funds 2012 £	Restricted Funds 2012 £	Total Funds 2012 £	Total Funds 2011 £
Information, Advice & Advocacy	7,124	268,304	275,428	278,823
Social Centres	46,891	144,267	191,158	211,680
Handyperson Scheme	15,819	104,211	120,030	84,287
Support costs	-	223,963	223,963	266,136
	<u>69,834</u>	<u>740,745</u>	<u>810,579</u>	<u>840,926</u>

**8. RESOURCES EXPENDED BY COST**

	Total Funds 2012 £	Total Funds 2011 £
Salary, NI & Pensions	508,554	497,940
Recruitment, training, travel & volunteering	17,005	19,709
Establishment costs	148,340	150,402
Office expenses	49,505	45,522
Accountancy & Professional Fees	7,752	39,825
Insurance	3,664	4,069
Publicity & promotions	2,235	8,731
Depreciation	8,338	9,660
Activities expenditure and other	65,186	65,068
	<u>810,579</u>	<u>840,926</u>

**9. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE**

	Charitable Activities £	Support costs £	Total Funds 2012 £	Total Funds 2011 £
Information, Advice & Advocacy	275,428	37,043	312,471	357,816
Social Centres	191,158	159,118	350,276	359,136
Handyperson Scheme	120,030	27,802	147,832	123,974
	<u>586,616</u>	<u>223,963</u>	<u>810,579</u>	<u>840,926</u>

# AGE UK RICHMOND UPON THAMES

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2012

### 10 GOVERNANCE COSTS

	Unrestricted Funds 2012 £	Total Funds 2012 £	Total Funds 2011 £
Accountancy fees		-	3,500
Audit fee	4,200	4,200	3,000
Costs of governance meetings	99	99	462
Trustee indemnity insurance	895	895	844
	<u>5,194</u>	<u>5,194</u>	<u>7,806</u>

### 11. TRUSTEE REMUNERATION & RELATED PARTY TRANSACTIONS

No member of the Board of Trustees received any remuneration during the year. No reimbursed costs were incurred by the members of the Board of Trustees for their duties as a Director/Trustee. No Board members were reimbursed expenses for their duties as volunteers (2011 - £Nil).

No Trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2011 - Nil).

During the year the charity made no charge on its subsidiary, ACRUTE Limited (2011 - £29,807) to cover the cost of providing the services of this Company. At the year end there was a balance due from ACRUTE Limited of £23,153 (2011 - £23,153).

### 12. ANALYSIS OF SUPPORT COSTS

	Advice & Advocacy £	Social Centres £	Handyperson Scheme £	Total 2012 £	Total 2011 £
Staff costs	22,350	30,707	22,160	75,217	98,938
Premises	1,381	110,145	507	112,033	133,788
Office Expenses	13,312	18,266	5,135	36,713	33,410
	<u>37,043</u>	<u>159,118</u>	<u>27,802</u>	<u>223,963</u>	<u>266,136</u>

### 13. METHOD OF ALLOCATION OF SUPPORT COSTS

Support costs are allocated on the basis of head count, establishment and office expenses are on the basis of estimated usage.

### 14 NET (OUTGOING)/INCOMING RESOURCES FOR THE YEAR

This is stated after charging

	2012 £	2011 £
Staff pension contributions	20,262	20,360
Depreciation	8,338	9,660
Auditors' remuneration - audit of the financial statements	4,200	3,000
Operating lease costs - Other	<u>1,656</u>	<u>4,832</u>



**AGE UK RICHMOND UPON THAMES**

**NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2012**

**15. FUND TRANSFERS**

Fund transfers from the unrestricted into individual restricted funds are shown in note 22 below

**16. STAFF COSTS AND EMOLUMENTS**

Total staff costs were as follows.

	2012	2011
	£	£
Wages and salaries	449,170	438,094
Social security costs	39,122	39,486
Other pension costs	20,262	20,360
	<u>508,554</u>	<u>497,940</u>

**Particulars of employees:**

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows

	2012	2011
	No	No
Information, Advocacy & Advice and Support	8	6
Social Centres	5	5
Handyperson Scheme	3	3
	<u>16</u>	<u>14</u>

No employee received emoluments of more than £60,000 during the year (2011 - Nil)

17. TANGIBLE FIXED ASSETS	Equipment	Motor Vehicles	Total
	£	£	£
<b>COST</b>			
At 1 April 2011	34,096	19,454	53,550
Additions	-	-	-
Disposals	-	-	-
<b>At 31 March 2012</b>	<u>34,096</u>	<u>19,454</u>	<u>53,550</u>
<b>DEPRECIATION</b>			
At 1 April 2011	29,522	12,127	41,649
Charge for the year	4,574	3,764	8,338
On disposals	-	-	-
<b>At 31 March 2012</b>	<u>34,096</u>	<u>15,891</u>	<u>49,987</u>
<b>NET BOOK VALUE</b>			
<b>At 31 March 2012</b>	<u>-</u>	<u>3,563</u>	<u>3,563</u>
At 31 March 2011	<u>4,574</u>	<u>7,327</u>	<u>11,901</u>

**AGE UK RICHMOND UPON THAMES**

**NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2012**

**18 INVESTMENTS**

<b>Movement in market value</b>	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
Market value at 1 April 2011 & 31 March 2012	<u><b>2</b></u>	<u><b>2</b></u>
Historical cost at 31 March 2012	<u><b>2</b></u>	<u><b>2</b></u>

**Analysis of investments at 31 March 2012 between funds**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>	<b>Total Funds</b>
	<b>2012</b>	<b>2012</b>	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Other investments</b>				
UK Group undertakings	<u><b>2</b></u>	<u><b>0</b></u>	<u><b>2</b></u>	<u><b>2</b></u>

Company in which the charity has a 100% interest in the share capital

	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
<b>Aggregate capital and reserves</b>		
ACRUTE Limited - UK Registered Company 5687989	<u><b>1804</b></u>	<u><b>1804</b></u>
<b>Profit/(loss) for the year</b>		
ACRUTE Limited - UK Registered Company 5687989	<u><b>0</b></u>	<u><b>0</b></u>

Consolidated accounts have not been prepared as the subsidiary is not material to the group, therefore the accounts show information about the company as an individual entity

**19. DEBTORS**

	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
Trade debtors	<b>8,568</b>	<b>44,978</b>
Amounts owed by group undertakings	<b>23,153</b>	<b>23,153</b>
Prepayments	<b>3,277</b>	<b>3,712</b>
Grants due	<b>2,750</b>	<b>-</b>
Other debtors	<b>20,017</b>	<b>20,000</b>
	<u><b>57,765</b></u>	<u><b>91,843</b></u>

**AGE UK RICHMOND UPON THAMES**

**NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2012**

**20. CREDITORS. Amounts falling due within one year**

	2012 £	2011 £
Trade creditors	25,900	27,342
Taxation and social security	16,462	12,019
Deferred income	56,299	8,000
Accruals	10,691	22,148
Deferred subscription fees	416	2,332
	<u>109,768</u>	<u>71,841</u>

**Analysis of movement of deferred income**

	Balance at 01-Apr-11 £	Incoming Resources £	Outgoing Resources £	Balance at 31-Mar-12 £
Age UK - Southwest London Alliance	8,000	-	(8,000)	-
Age UK - Handyperson Development Grant	-	10,000	-	10,000
Richmond Parish Lands	-	30,000	-	30,000
City Bridge Trust	-	17,500	(9,625)	7,875
London Borough Richmond Upon Thames	-	9,880	(1,456)	8,424
	<u>8,000</u>	<u>67,380</u>	<u>(19,081)</u>	<u>56,299</u>

**21. COMMITMENTS UNDER OPERATING LEASES**

At 31 March 2012 the charity had annual commitments under non-cancellable operating leases as set out below

	Assets other than Land and buildings	2012 £	2011 £
<b>Operating leases which expire.</b>			
Within 2 to 5 years		<u>1,656</u>	<u>4,832</u>

**22. RESTRICTED INCOME FUNDS**

	Balance at 01-Apr-11 £	Incoming Resources £	Outgoing Resources £	Transfers £	Balance at 31-Mar-12 £
Information, Advice & Advocacy	-	300,476	(305,347)	4,871	-
Social Centres	-	303,667	(303,385)	21,218	21,500
Handyperson Scheme	9,326	112,847	(132,013)	9,840	-
	<u>9,326</u>	<u>716,990</u>	<u>(740,745)</u>	<u>35,929</u>	<u>21,500</u>

**Purposes of Restricted Funds**

**Information, Advice & Advocacy:** This funds is for our work with older people who need information, advice and advocacy assistance including benefits and recovery from health issues.

**Social Centres:** This fund is for the work of operating our social centres for older people in London Borough of Richmond upon Thames

**Handyperson Scheme:** This fund is for the work in operating a handyperson operation for older people in the London Borough of Richmond upon Thames

# AGE UK RICHMOND UPON THAMES

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2012

### 23. UNRESTRICTED INCOME FUNDS

	Balance at 01-Apr-11 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31-Mar-12 £
Designated Funds	42,030	-	-	(42,030)	-
Dilapidation Fund	27,000	-	-	(27,000)	-
Total Designated Funds	69,030	-	-	(69,030)	-
General Funds	158,694	158,918	(75,028)	33,101	275,685
	<u>227,724</u>	<u>158,918</u>	<u>(75,028)</u>	<u>(35,929)</u>	<u>275,685</u>

### Purposes of Designated Funds

The Trustees transferred all designated funds into General Funds at 31 March 2012. At the year end 31 March 2011, £27,000 has been designated for dilapidations to meet any potential repair liabilities which might arise when the current lease of Meadows Hall Social Centre eventually expires. This dilapidation fund is no longer required as the lease on Meadows Hall has expired. At the year end 31 March 2011 £33,760 has been designated to provide continuation for the Handy Person Service because of the uncertain future funding and £8,270 received from a Legacy has also been designated to meet the charitable activities of the organisation. At the end of year 31 March 2012, the Trustees are satisfied that they no longer need to set aside designated funds to cover these charitable activities.

### 24. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Investments £	Net current assets £	Total £
Restricted Income Funds:	-	-	21,500	21,500
Unrestricted Income Funds:				
General Funds	3,563	2	272,120	275,685
Total Funds	<u>3,563</u>	<u>2</u>	<u>293,620</u>	<u>297,185</u>

### 25 COMPANY LIMITED BY GUARANTEE

The Charity is a company limited by guarantee. Every member of the company undertakes to contribute up to a maximum of £1 (one pound) only to the assets of the charitable company in the event of it being wound up with liabilities, in accordance with the provisions of the relevant Companies Acts.

At 31 March 2012 the company had 555 members (2011 - 495 members)

### 26. CHANGE OF COMPANY NAME

On the 24th May 2011, the company changed its name to Age UK Richmond upon Thames from Age Concern Richmond upon Thames.