

**AGE CONCERN SUPPORT SERVICES  
(NORTH EAST REGION)**

---

**(A charitable company limited by guarantee)**

**Annual Report and Financial Statements for the  
Year Ended 31 March 2015**

**Company No. 04144042 Charity No. 1090467**

**TUESDAY**



**\*A4KVJK8X\***

A23	24/11/2015	#177
COMPANIES HOUSE		

**THU**

A16	05/11/2015	#396
COMPANIES HOUSE		

	Page
<b>Contents:</b>	
Reference & Administrative Information	1
Trustees' Annual Report	2
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Accounts	7

## AGE CONCERN SUPPORT SERVICES (NORTH EAST REGION)

---

### **Reference & Administrative Information**

Age Concern Support Services (North East Region)

(A company limited by guarantee and registered charity).

Report of the Board of Directors and Financial Statements for the year ended 31 March 2015

The Board presents its report and financial statements for the year ended 31 March 2015

### **Reference and Administrative Information**

Charity Name:	Age Concern Support Services (North East Region)
Charity Registration number:	1090467
Company Registration number:	04144042
Registered Office and Operational Address:	Bradbury Centre, 13 Saville Street West, North Shields, Tyne and Wear NE29 6QP

### **Board of Directors (who are also trustees of the charity)**

<b>Name</b>	<b>Appointed</b>	<b>Re-appointed/ Retired/Resigned</b>
Alma Caldwell	18 June 2009	Re-appointed 12 December 2012
Dawn McNally	26 May 2010	Re-appointed 12 December 2013
Pamela Anne Denham	2 November 2006	Re-appointed 12 December 2012
John Briers	14 December 2011	Re-appointed 15 September 2014
Alan Patchett	12 December 2013	

### **Bankers**

Barclays Bank  
71 Grey Street  
Newcastle upon Tyne  
NE1 6EF

### **Solicitors**

None appointed

## **Trustees' Annual Report**

### **Structure, Governance and Management**

#### **Governing Document**

The organisation is a charitable company limited by guarantee, incorporated on 18 January 2001 and registered as a charity on 6 February 2002. 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. The Memorandum and Articles of Association were updated and replaced by new governing documents approved at a General Meeting on 19 March 2009. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

Following the launch of the charity Age UK in 2009 all nine local Age Concern Organisations entered into a "Brand Partnership Agreement" with this new national organisation during 2010/11, and assumed the working name Age UK with a local geographical descriptor.

References below to "Age Concern Organisations" should therefore be read in the context of this transition.

#### **Our Purpose**

Our constitutional object as set out in our Memorandum of Association is "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 North East Region of England".

#### **Recruitment and Appointment of Board of Directors**

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Board. Under the requirements of the Memorandum and Articles of Association the members of the Board are the Chair of the Regional Meeting, persons who are members of the Planning Group of the Regional Meeting and appointed by the Regional Meeting, and persons co-opted as provided for in the Articles of Association. Regional appointments are made triennially. Board Members are not remunerated for the services by the Charity, although are able to recover reasonable expenses.

As the general nature of the Charity's activities is to support the work of Age Concern's/local Age UK's in the North-East Region, the Board seeks to ensure that the needs of older people and the objectives and policies of Age UK are appropriately reflected through the skills and experience of those who are appointed to serve on the Board.

#### **Delivery of our aims**

The Aims of the 2009-2012 Strategy have been continued as still relevant and until the uncertainties about the company's future could be determined.

The four Strategic Aims are to:

1. Develop sustainable Age Concerns (Age UK's) to benefit older people locally and regionally
2. Ensure that the needs of older people are recognised at regional level across all sectors
3. Strengthen our role in the federation (now Age England Association) and develop relations with Age UK
4. Ensure there is sustainable infrastructure to support the implementation of the strategy

#### **Risk Management**

The Trustees are satisfied that the Charity has robust systems in place, and that the Trustees give regular consideration to the financial results, variance from budgets, non-financial performance indicators and reviews.

#### **Related Parties**

In so far as it is complementary to the Charity's objects, the Charity is guided by both local and national policy. As well as working closely with the nine local Age UK's in the Region, it also works with Age UK nationally and with Years Ahead, the North East Regional Forum on Ageing.

### Achievements and Performance

#### Aim 1 – Sustainability of Services to Older People

In this era of austerity the nine Age UK members prime focus has continued to be about sustaining local activities for older people in their geographical areas. Regional meetings have been held quarterly with members and Age UK to discuss partnership and collaboration opportunities between members locally and with Age UK nationally. Age UK has offered grant opportunities to support nationally negotiated bids to deliver activities to older people locally. Regional Meetings have continued to discuss topical issues for example influencing local health and social care commissioners, consider proposals from Age UK for joint fundraising initiatives, opportunities for collaborating on national pilots and programmes, agreeing new Age UK brand Quality Standards and the process for reviewing and renewing the Age UK Brand Partnership Agreement and Trading Alliance Agreement both extended by one year to April 2016. All with a view to providing better, more efficient and effective services for older people.

#### Aim 2- Promoting the needs of older people

Members have supported Age UK national campaigns on matters of winter warmth, which this year focused on fuel poverty, the Campaign to end loneliness –‘No One Should have No One’, hustings events on the run up to the general election and influencing government on aspects of the Care Act which obtained an amendment to strengthen the Human Rights provisions of the Act.

#### Aim 3 – Strengthening working relationships between local/national Age UK Brand Partners

Local Age UK's continue to represent their local work and the interests of older people at national level by engaging in the Age UK/Age England Association Governance structure and Consortia Groups. Below is a list of those actively involved.

**John Briers, Age UK South Tyneside**, Chair of Age England Association -has the lead for influencing and negotiating on behalf of all Age UK Brand Partner's. There has been a particular focus on the renegotiation of the terms of the Age UK Brand Partnership Agreement which is being renewed for a further five years.

**Alan Patchett, Director of Age UK Sunderland**, Chair of the Trading Liaison Group (TLG) and Regional Representative to the Age England Association Executive Committee. **Fran O'Brien** to end December 2014

**Lynne Johnson, Chief Executive, Age UK Newcastle**, Chair of the Older People's Services Consortium Committee

**Fran O'Brien, Head of Resources & Business Development Age UK Newcastle** was an appointed member to the Commercial Consortium Committee until December 2014. Alan Patchett, as Chair of Trading Liaison Group also sits as a member on this committee representing the TLG.

**Kasia Kurowska, Partnership Manager, Age UK Sunderland** was an elected member on the Influencing Consortium Committee until end of December 2014.

#### Aim 4 – Sustaining infrastructure to support regional strategy

Due to the level of company reserves and regional activities being limited to four quarterly Regional Meetings only, no funding was sought from Age England Association to support regional activity this year. Age England Association has reimbursed Regional Meeting expenses directly rather than through the Regional Company.

#### Plans for future periods

There has been no new grant funding, no claim to AEA for regional activity and no membership fees sought again this year. The Charities future was considered at one of its regional meetings with agreement that it should remain in existence for a further year to provide opportunity to identify possible joint ventures and new collaborations. No new opportunities have been identified to date. The AGM will discuss the company's future with a view to it becoming dormant until new opportunities can be identified or closed.

#### Financial Review

Turnover has reduced from £68 in 2013-14 to £5 in 2014-15 and represents bank interest only. The directors consider the result for the year to be satisfactory. The net movement in funds, deficit of £187 reflects the use of reserves in this year and compares to a deficit of £2,795 in 2013-14. This expenditure represents Trustee Indemnity Insurance and company filing fees only.

**Reserves Policy**

The Board has examined the Charity's requirements for reserves in light of the main risks to the organisation. Its main financial commitments are to the member's activities to benefit older people in the region and therefore reserves will be used for this purpose.

**Investment Policy**

The Board considers that the funds of the Charity need to be retained in liquid form and therefore that all funds not immediately required for operational purposes should be held on an instant access account at the best rate of interest reasonably obtainable.

**Responsibilities of the Board**

Company law requires the Board to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure for the financial year. In preparing those financial statements, the Board should follow best practice and:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis

The Board is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Acts 1985-2006.

The Board is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Members of the Board**

Members of the Board, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 1.

Signed by the order of the Board



Alma Caldwell  
Director/Trustee

Date: 19. 11. 2015

# AGE CONCERN SUPPORT SERVICES (NORTH EAST REGION)

## Statement of Financial Activities (incorporating the Income & Expenditure account) for the year ending 31 March 2015

### INCOMING RESOURCES

	NOTES	UNRESTRICTED FUNDS	RESTRICTED FUNDS	2015 TOTAL	2014 TOTAL
<b>Incoming resources from generating funds</b>					
Voluntary income	2	-	-	-	62
<b>Investment Income</b>					
Interest Receivable	3	5	-	5	6
<b>TOTAL INCOMING RESOURCES</b>		<u>5</u>	<u>-</u>	<u>5</u>	<u>68</u>

### RESOURCES EXPENDED

	NOTES	UNRESTRICTED FUNDS	RESTRICTED FUNDS	2015 TOTAL	2014 TOTAL
<b>Charitable Activities</b>					
Costs in furtherance of Charitable Activities	4	179	-	179	2,650
Governance Costs	5	13	-	13	213
<b>TOTAL RESOURCES EXPENDED</b>		<u>192</u>	<u>-</u>	<u>192</u>	<u>2,863</u>
<b>NET INCOMING/OUTGOING RESOURCES BEFORE TRANSFERS</b>		<u>(187)</u>	<u>-</u>	<u>(187)</u>	<u>(2,795)</u>
GROSS TRANSFERS BETWEEN FUNDS		-	-	-	-
<b>NET INCOMING/ OUTGOING RESOURCES AFTER TRANSFER</b>		<u>(187)</u>	<u>-</u>	<u>(187)</u>	<u>(2,795)</u>
<b>TOTAL FUNDS B/F 1.4.14</b>		<u>9,237</u>	<u>-</u>	<u>9,237</u>	<u>12,032</u>
<b>TOTAL FUNDS C/F 31.3.15</b>		<u>9,050</u>	<u>-</u>	<u>9,050</u>	<u>9,237</u>

The notes on pages 7 to 10 form part of these financial statements.

All incoming resources and resources expended arise from continuing activities.

All gains and losses recognised in the year are included above.

# AGE CONCERN SUPPORT SERVICES (NORTH EAST REGION)

## Balance Sheet as at 31 March 2015

	NOTES	2015	2014
<b>CURRENT ASSETS</b>			
Debtors: amounts falling due within one year	8	139	151
Cash at Bank and in Hand		8,924	11,299
Total Current Assets		9,063	11,450
<b>Liabilities:</b>			
Creditors: amounts falling due within one year	9	(13)	(2,213)
<b>NET CURRENT ASSETS</b>		<b>9,050</b>	<b>9,237</b>
<b>NET ASSETS</b>		<b>9,050</b>	<b>9,237</b>
<b>The FUNDS of the Charity</b>			
Unrestricted Funds	10/11	9,050	9,237
Designated Funds		-	-
Restricted Funds		-	-
<b>TOTAL FUNDS</b>		<b>9,050</b>	<b>9,237</b>

The trustees are satisfied that the charitable company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The Trustees acknowledge their responsibilities for:

- (i) ensuring that the charitable company keeps proper accounting records which comply with section 380 of the Act; and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its incoming resources and application of resources, including its surplus or deficit for the financial year in accordance with the requirements of the Act relating to financial statements so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the trustees on

19.11.2015

and are signed on their behalf by:



Alma Caldwell

Director / Trustee



**Notes to the accounts for the year ended 31 March 2015**

**1. Accounting Policies**

**a) Accounting Convention**

The financial statements have been prepared under the historical cost convention and in accordance with the special provisions of Part 15 of the Companies Act 2006, the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005).

Significant policies adopted are:

**b) Incoming Resources**

All incoming resources are included in the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Donations are allocated to the relevant funds on donors instructions and recorded in the accounts on an accruals basis.

Donated facilities are included at the value to the charity where this can be quantified and a third part is bearing the cost. No amounts are included in the Financial Statements for services donated by volunteers.

Investment income is included when receivable.

**c) Resources Expended**

All expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular heading they have been allocated to activities consistent with the use of the resources.

Support costs directly attributable to an activity have been allocated to that activity.

Governance costs include the costs of providing the governance infrastructure to the charity.

VAT: the charity is unable to recover VAT charged. Expenditure is shown inclusive of VAT where applicable.

**d) Fund Structure**

Unrestricted funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated Funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted Funds – these are funds that can be used for particular purposes within the objects of the charity.

Restrictions arise when specified by the donor or when funds are raised for a particular purpose.

**e) Cash Flow Statement**

The company has taken advantage of the exemption contained within Financial Reporting Standard No. 1, in not presenting a cash flow statement.

**f) Taxation**

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

**2. Voluntary Income**

	Unrestricted	Designated	Restricted	2015 Total	2014 Total
Donations	-	-	-	-	62
<b>Total</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>62</u>

## Notes to the accounts for the year ended 31 March 2015 (continued)

**3. Investment Income**

	Unrestricted	Designated	Restricted	2015 Total	2014 Total
Bank Interest	5	-	-	5	6
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

**4. Costs in furtherance of Charitable Activities**

Charitable Activities Costs	Unrestricted	Designated	Restricted	2015 Total	2014 Total
Meetings/refreshment & Room Hire	-	-	-	-	504
Telephones	-	-	-	-	-
Insurances	179	-	-	179	146
Project consultancy and administration costs	-	-	-	-	2,000
Activity Grants to nine local Age UK's	-	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>179</b>	<b>-</b>	<b>-</b>	<b>179</b>	<b>2,650</b>
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

**5. Governance Costs**

	Unrestricted	Designated	Restricted	2015 Total	2014 Total
Audit & Accountancy	-	-	-	-	200
Annual Return	13	-	-	13	13
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>13</b>	<b>-</b>	<b>-</b>	<b>13</b>	<b>213</b>
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

**6. Trustees' remuneration and benefits and related party transactions**

Neither the Trustees nor any person connected with them have received any remuneration during the current or previous financial year. The amount reimbursed to trustees for travel expenses and the number of trustees who received travel expenses in the year was £nil (2014 - £nil)

**7. Staff Costs**

The company did not employ any employees during the year ended 31<sup>st</sup> March 2015 or the previous financial year.

## AGE CONCERN SUPPORT SERVICES (NORTH EAST REGION)

### Notes to the accounts for the year ended 31 March 2015 (continued)

#### 8. Debtors: amounts falling due within one year

	2015	2014
Prepayments	139	151
<b>Total</b>	<b>139</b>	<b>132</b>

#### 9. Creditors: amounts falling due within one year

	2015	2014
Trade Creditors	13	13
Accruals	-	2000
	<b>13</b>	<b>2013</b>

#### 10. Movement in Funds

Fund Name	Incoming Resources	Outgoing Resources	Transfers	Net Inc./Exp	Fund Balance brought forward	Fund Balance carried forward
<b>Unrestricted funds</b>						
General fund	5	192	-	(187)	9,237	9,050

#### Unrestricted Funds General Fund:

The general purposes fund of the charity, representing the free funds of the charity which are not designated for a particular purpose.

#### 11. Analysis of net assets by Fund

	Unrestricted	Designated	Restricted	2015 Total	2014 Total
Current Assets	9,063	-	-	9,063	11,450
Current Liabilities	(13)	-	-	(13)	(2,213)
	<b>9,050</b>	<b>-</b>	<b>-</b>	<b>9,050</b>	<b>9,237</b>

#### 12. Connected Charities

Information on the independent Age Concern Organisations in the North East (Age Concern Darlington, Durham, Gateshead, Newcastle, Northumberland, South Tyneside, Sunderland, Teesside, Age UK North Tyneside) who established this charity, is included within their respective Annual Reports and Accounts and is available directly from them.