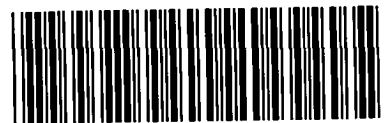


# Brendoncare Clubs

## Report and Financial Statements

**31 March 2018**

SATURDAY



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COMPANIES HOUSE



### Brendoncare Clubs

The Brendoncare Foundation  
Victoria Road  
Winchester  
SO23 7DU

**Tel:** 01962 852133  
**Fax:** 01962 851506  
**Email:** [clubs@brendoncare.org.uk](mailto:clubs@brendoncare.org.uk)  
**www.brendoncare.org.uk**

Registered charity no: 1091384  
Registered company no: 4360281



## **Brendoncare Clubs**

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**For the year ended 31 March 2018**

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## **Brendoncare Clubs**

### **Reference and administrative details**

**For the year ended 31 March 2018**

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<b>Company number</b>	4360281
<b>Charity number</b>	1091384
<b>Country of registration</b>	England & Wales
<b>Country of incorporation</b>	England & Wales
<b>Registered office and operational address</b>	The Old Malthouse, Victoria Road, Winchester, Hampshire, SO23 7DU
<b>Trustees</b>	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:  Nick Capon Sylvia Gamblin Fay Gillott Lynne Lockyer  Appointed 25 July 2017 Resigned 25 July 2017
<b>Principal staff</b>	Carole Sawyers Rachel McIlroy Samantha Agnew  Chief Executive Company Secretary Head of Club Services (From 29 August 2017)
<b>Bankers</b>	Lloyds TSB Bank Winchester SO23 9BU
<b>Solicitors</b>	Coffin Mew LLP Lakeside, North Harbour Portsmouth, Hampshire, PO6 3EN
<b>Auditors</b>	Sayer Vincent LLP Chartered Accountants and Statutory Auditors Invicta House 108-114 Golden Lane London EC1Y 0TL

## **Brendoncare Clubs**

### **Report of the Trustees**

#### **For the year ended 31 March 2018**

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The Trustees present their report and the audited financial statements for the year ended 31 March 2018.

Reference and administrative information set out on page 2 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP FRS102).

#### **Structure, governance and management**

The organisation is a charitable company limited by guarantee, incorporated on 25 January and registered as a charity on 26 March 2002. The parent company is The Brendoncare Foundation (Brendoncare).

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.

All Trustees give their time voluntarily and receive no benefits from the Charity. Any expenses reclaimed from the Charity are set out in note 7 to the accounts.

Trustees receive induction training provided by Brendoncare's and the Charity's staff, and attend regular development sessions, provided by staff and third party experts, to enhance their understanding of issues faced by the Charity. On appointment, Trustees receive a handbook containing a broad range of information aimed at assisting them to gain a deeper and more structured understanding of their role and of the Charity, including a copy of the memorandum and articles of association and the report and financial statements.

The Charity participates in Brendoncare's governance arrangements, which are reviewed regularly against the criteria set out in various publications, including the Charity Commission's "Charity Governance Code". Systems are in place in order to mitigate identified risks, and the implementation and effectiveness of those systems are reviewed regularly.

Two of the Trustees are also Trustees of the parent charity The Brendoncare Foundation. The third Trustee is not a Trustee of the parent charity, enabling independence to address any potential conflicts of interest.

The Trustees of the Charity are appointed and removed by Brendoncare. In the event of potential conflicts of interest between the Charity and Brendoncare, the policy agreed by both parties is that the Charity's Trustees will act solely for the Charity and will not participate in the decisions made by Brendoncare. No such potential conflicts arose during the year to 31 March 2018.

The Trustees meet as a Board regularly to agree strategic and policy matters, to approve the budget and to review the operational performance of the Charity. Day to day management of the Charity is the responsibility of the Head of Club Services, working within the framework of the approved strategy and annual budget. Brendoncare provides other support in areas such as fundraising, finance, marketing and general management.

#### **Objects and aims**

Brendoncare Clubs' mission is to care for older people with dignity and respect and to tackle social isolation through the provision of friendship and well-being clubs.

The main aims of Brendoncare Clubs are to counteract social isolation amongst older people living in their own homes, to give them an opportunity to meet others in a welcoming and friendly environment, with the support of our dedicated team of volunteers.

#### **Objectives and activities**

The Charity provides clubs that seek to improve the wellbeing of older people. The Charity works with a large number of volunteers and relies on the support of fundraising. Brendoncare Clubs actively promotes partnership working to deliver our aims.

## Brendoncare Clubs

### Report of the Trustees

#### For the year ended 31 March 2018

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The Trustees review the aims, objectives and activities of the Charity each year. This report looks at what the Charity has achieved and the outcomes of its work within the last twelve months. The Trustees report the success of each key activity and the benefits the Charity has brought to those groups of people that it is set up to help. The review also helps the Trustees ensure the Charity's aims, objectives and activities remained focused on its stated purposes.

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning its future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives that have been set.

#### Achievements and performance

Achievements against Brendoncare Clubs' objectives for the year ended 31 March 2018 are listed below:

What we said we would achieve	What we have done
<b>Increase club attendances to 48,000</b>	<p>To achieve growth longer term, we have focussed this year on improving quality and supporting member led aspirations. Following detailed consultation with club members some clubs have closed or merged.</p> <p>Following these changes Brendoncare Clubs will be able to offer a more sustainable service to members.</p> <p>During the year the main focus was to ensure the member consultation was successful. The thoroughness of the consultation process resulted in it taking longer than anticipated. As a result we have not yet grown attendances as planned.</p> <p>We are pleased that attendances remained steady at 42,000 (2017: 42,000).</p>
<b>Increase support from local community fundraising to target clubs being fully funded by 2020</b>	<p>Grants and donations grew from £127,000 in 2017 to £131,000 in 2018. Increasing local community fundraising has been a success this year. In particular, income from The Big Give increased over 40% from £21,000 in 2017 to £30,000 in 2018.</p>
<b>Develop additional club models to reach more members and enable them to maintain their independence</b>	<p>During the year we have responded to feedback from members and either relaunched existing clubs, or opened new clubs to address the type of activities requested. For example, due to the ongoing success of the Tai Chi club in Gosport, a third club was added in the year.</p>

#### Operating review

The year to 31 March 2018 has been a year of transition for Brendoncare Clubs. Samantha Agnew joined as Head of Club Services in August 2017. This has provided an opportunity to review our existing services to ensure that they meet the needs of the members, and that our volunteer teams have the necessary resources available to them to support the club members at their club meetings.

In early 2018 we circulated our club survey to all members. Responses show that 90% of members have made new friends since joining their club, with 50% seeing other members outside of their club meetings.

## Brendoncare Clubs

### Report of the Trustees

#### For the year ended 31 March 2018

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as well. Over half of respondents felt that taking part in activities such as kurling improved their mobility; many of these members require assistance with their mobility.

Clubs are divided into geographical areas with one member of staff dedicated to each area. A volunteer forum has been held in each area in the latter part of the year, to ensure there is effective communication between Brendoncare Clubs and the individual clubs. These will be held twice a year to enable volunteers to have the opportunity to engage with Brendoncare staff and the strategy for the future.

Brendoncare Clubs continues to work on forging links between the club clusters with local Social Services, GP surgeries and local communities. The focus on local communities will improve volunteer recruitment and fundraising opportunities and assist with increasing club membership.

Brendoncare Clubs operates with a small number of staff who provide support to around ninety clubs. Brendoncare Clubs has an excellent team of dedicated volunteers who organise the clubs' activity programmes and provide support to the club members. At the end of the financial year Brendoncare Clubs had over 300 volunteers helping to provide a welcoming and supportive social environment to 1,700 members.

#### Financial review

During the financial year to 31 March 2018 Brendoncare Clubs has been focussed on consolidating our existing service provision and ensuring that it meets the needs and wants of our members, now and in the future.

We have continued to develop our offering of clubs which meet at the weekend with the continued funding support from Hampshire County Council and Big Lottery grants.

During the year Brendoncare Clubs has carefully reviewed our cost structure. Despite this we have seen an increase in core costs and as a result some club subscriptions have increased during the year.

The increase in subscriptions combined with other cost savings, and an increase in fundraised income has resulted in a reduction in the deficit incurred by the clubs prior to any grant from The Brendoncare Foundation as demonstrated in the table below:

	2018 £	2017 £
<b>Deficit excluding grant</b>	(90,737)	(143,833)
Funding grant from The Brendoncare Foundation	50,000	74,000
Management services granted from The Brendoncare Foundation	200,109	174,193
Cost of Management services provided by Brendoncare clubs	(200,109)	(174,193)
<b>Net deficit for the year</b>	<b>(40,737)</b>	<b>(69,833)</b>

We actively seek voluntary contributions towards the core costs of running the Brendoncare Clubs network to ensure the clubs' long term future. Brendoncare Clubs is committed to continuing and growing its service to benefit vulnerable older people at risk of loneliness and social isolation.

The Charity's net assets at 31 March 2018 were £11,483 (2017: £52,220).

#### Plans for the future

The main goals for the year to 31 March 2019 are as follows:

- Improving sustainability of Brendoncare Clubs and ensuring the service is fit for the future
- Develop the future strategy to ensure added value for members and volunteers
- Develop a member-led approach to the strategy for the future of Brendoncare Clubs

#### Remuneration policy

Pay differentials are related to skill level required, workload, responsibilities, qualifications and external labour market forces. The ratio of the pay of the Brendoncare Group Chief Executive to the pay rates of the lowest paid member of staff in the group will not exceed 10:1.

## **Brendoncare Clubs**

### **Report of the Trustees**

#### **For the year ended 31 March 2018**

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Pay reviews are undertaken annual, generally at 1 April. The annual review will take account of the following internal factors:

- The financial position and outlook for the business
- The staff turnover rate in general and in specific locations and jobs
- Any other data that can inform the review

The annual review will take account of the following external factors:

- The general economic outlook, the position of the not-for-profit and care sector labour markets
- The National Minimum Wage and the Living Wage
- The consumer prices index (CPI) or other cost of living indices
- The average earnings index (AEI)
- The annual pay survey of the National Care Forum and/or any other appropriate source of relevant benchmarking information
- Any other data that can inform the review

The group's Remuneration Committee will take advice, guidance and information from such outside sources as may be necessary to review the pay of senior staff with substantial strategic responsibilities.

#### **Fundraising Practices**

As part of our commitment to best practice, Brendoncare Clubs adheres to the standards set by the Fundraising Regulator and the Institute of Fundraising. We aim to ensure that our fundraising is respectful, open, honest and accountable to the public.

We have a clearly documented complaints procedure in place, enabling any concerns regarding our fundraising activities to be responded to quickly. During the year, there have been no instances of non compliance with the requirements of the fundraising code of practise and no complaints have been received by the charity regarding fundraising activities.

Our fundraising policy clearly states all steps that should be followed in order to protect vulnerable people when offering support to the charity, ensuring that they have the relevant capacity to enable them to make the decision to donate.

No third parties undertake fundraising activities on our behalf.

#### **Going concern**

Brendoncare Clubs is able to meet its current working capital requirements based on the cash flow generated. There are sufficient cash reserves to manage cash flow on a day to day basis. The charity continues to be supported by its ultimate parent, The Brendoncare Foundation.

The Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus they continue to adopt the going concern basis of accounting in preparing the annual financial statements.

#### **Reserves policy**

Brendoncare Clubs' policy is to maintain reserves sufficient to meet the operating cash flow requirements of the charity. Reserves held are sufficient to cover 3 months operations for the Clubs service.

#### **Principal risks and uncertainties**

A risk register is maintained by The Brendoncare Foundation and the risks relating to Brendoncare Clubs are reviewed regularly by the Senior Management Team and Trustees. The major risks to which Brendoncare is exposed are formally reviewed twice a year by the Board. Systems are in place to manage those risks, and the implementation and effectiveness of those systems are reviewed regularly.

## Brendoncare Clubs

### Report of the Trustees

For the year ended 31 March 2018

Key risk:	How managed:
Clubs reliance on fundraising so long term failure to build community fundraising puts them at risk.	Continuing to work with donors and local communities to generate sustainable income for the club services in light of reductions in funding from local authorities.
Insufficient volunteers to support Clubs programme	Relationships with volunteers are reviewed and local club forums are held to address the needs of volunteers, to assist with retention.

#### Trustee

During the year, Lynne Lockyer resigned as a Trustee. Brendoncare Clubs would like to thank her for her hard work and commitment to the charity during her time as a Trustee.

#### Statement of responsibilities of the Trustees

The Trustees are responsible for preparing the report of the Trustees 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 which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware:

- There is no relevant audit information of which the charitable company's auditor is 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 auditor is aware of that information.

Members of the Charity guarantee to contribute an amount not exceeding £1 to the assets of the Charity in the event of winding up. The total number of such guarantees at 31 March 2018 was 1 (2017: 1). The Trustees have no beneficial interest in the Charity.



## **Brendoncare Clubs**

### **Report of the Trustees**

**For the year ended 31 March 2018**

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#### **Auditor**

Sayer Vincent LLP were reappointed as the charitable company's auditor during the year and have expressed their willingness to continue in that capacity.

The report of the Trustees has been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime.

Approved by the Trustees on 3 July 2018 and signed on their behalf by

A handwritten signature in black ink, appearing to read 'Nick Capon', written in a cursive style.

Nick Capon  
Trustee

## **Independent auditor's report**

### **To the members of**

### **Brendoncare Clubs**

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#### **Opinion**

We have audited the financial statements of Brendoncare Clubs (the 'charitable company') for the year ended 31 March 2018 which comprise the statement of financial activities, balance sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

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 2018 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
- Have been prepared in accordance with the requirements of the Companies Act 2006

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- The trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- The trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

#### **Other information**

The other information comprises the information included in the trustees' annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material

## **Independent auditor's report**

### **To the members of**

#### **Brendoncare Clubs**

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misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- 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
- The trustees' annual report has been prepared in accordance with applicable legal requirements

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

We have nothing to report in respect of the following matters in relation to which 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; or
- The financial statements are not in agreement with the accounting records and returns; or
- 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; or
- The trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' annual report and from the requirement to prepare a strategic report.

#### **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities set out in the trustees' annual report, 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, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

## **Independent auditor's report**

### **To the members of**

#### **Brendoncare Clubs**

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- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

#### **Use of our report**

This report is made solely to the charitable company'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 charitable company'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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Helen Elliott (Senior statutory auditor)

18 July 2018

for and on behalf of Sayer Vincent LLP, Statutory Auditor  
Invicta House, 108-114 Golden Lane, LONDON, EC1Y 0TL

## Brendoncare Clubs

### Statement of financial activities (incorporating an income and expenditure account)

For the year ended 31 March 2018

		2018			2017		
	Note	Unrestricted £	Restricted £	Total £	Unrestricted £	Restricted £	Total £
<b>Income from:</b>							
Donations and legacies	2	73,713	116,026	<b>189,739</b>	74,156	111,788	185,944
Grant from parent company	9	250,109	-	<b>250,109</b>	248,196	-	248,196
Charitable activities							
Friendship and well-being clubs	3	163,448	-	<b>163,448</b>	172,444	-	172,444
<b>Total income</b>		<b>487,270</b>	<b>116,026</b>	<b>603,296</b>	<b>494,796</b>	<b>111,788</b>	<b>606,584</b>
<b>Expenditure on:</b>							
Raising funds	5	90,915	-	<b>90,915</b>	63,303	-	63,303
Charitable activities							
Friendship and well-being clubs	5	326,028	117,896	<b>443,924</b>	368,296	124,243	492,539
Management costs from parent company	5, 9	109,194	-	<b>109,194</b>	110,890	-	110,890
Exceptional costs - cost of Poole office closure	4	-	-	-	9,685	-	9,685
<b>Total expenditure</b>		<b>526,137</b>	<b>117,896</b>	<b>644,033</b>	<b>552,174</b>	<b>124,243</b>	<b>676,417</b>
<b>Net (expenditure) / income for the 6 year</b>		<b>(38,867)</b>	<b>(1,870)</b>	<b>(40,737)</b>	<b>(57,378)</b>	<b>(12,455)</b>	<b>(69,833)</b>
<b>Reconciliation of funds:</b>							
Total funds brought forward		41,534	10,686	<b>52,220</b>	98,912	23,141	122,053
<b>Total funds carried forward</b>		<b>2,667</b>	<b>8,816</b>	<b>11,483</b>	<b>41,534</b>	<b>10,686</b>	<b>52,220</b>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 15 to the financial statements.

**Brendoncare Clubs****Balance sheet**

Company no. 4360281

**As at 31 March 2018**

	Note	£	2018 £	£	2017 £
<b>Fixed assets:</b>					
Tangible assets	11		<u>4,174</u>		<u>3,484</u>
			<b>4,174</b>		<b>3,484</b>
<b>Current assets:</b>					
Debtors	12	<b>14,638</b>		32,101	
Cash at bank and in hand		<b>36,694</b>		<u>47,860</u>	
			<b>51,332</b>		79,961
<b>Liabilities:</b>					
Creditors: amounts falling due within one year	13	<b>44,023</b>		<u>31,225</u>	
<b>Net current assets</b>			<u><b>7,309</b></u>		<u>48,736</u>
<b>Total assets less current liabilities</b>			<b>11,483</b>		52,220
<b>Total net assets</b>	14		<u><b>11,483</b></u>		<u>52,220</u>
<b>The funds of the charity:</b>	15				
Restricted income funds			<b>8,816</b>		10,686
Unrestricted income funds:					
General funds			<u><b>2,667</b></u>		<u>41,534</u>
<b>Total charity funds</b>			<u><b>11,483</b></u>		<u>52,220</u>

Approved by the Trustees on 3 July 2018 and signed on their behalf by

  
 Nick Capon  
 Trustee

Fay Gillott  
 Trustee



**Brendoncare Clubs****Statement of cash flows****For the year ended 31 March 2018**

	Note	2018 £	2017 £
<b>Cash flows from operating activities</b>	16		
<b>Net cash provided by / (used in) operating activities</b>		<b>(9,458)</b>	<b>(113,962)</b>
<b>Cash flows from investing activities</b>			
Purchase of fixed assets		<u>(1,708)</u>	<u>-</u>
<b>Net cash used in investing activities</b>		<b>(1,708)</b>	<b>-</b>
<b>Change in cash and cash equivalents in the year</b>		<b><u>(11,166)</u></b>	<b><u>(113,962)</u></b>
Cash and cash equivalents at the beginning of the year		<u><b>47,860</b></u>	<u>161,822</u>
<b>Cash and cash equivalents at the end of the year</b>		<b><u><u>36,694</u></u></b>	<b><u><u>47,860</u></u></b>

## **Brendoncare Clubs**

### **Notes to the financial statements**

**For the year ended 31 March 2018**

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#### **1 Accounting policies**

##### **a) Statutory information**

Brendoncare Clubs is a charitable company limited by guarantee and is incorporated in the United Kingdom. The registered office address is The Old Malthouse, Victoria Road, Winchester, Hampshire, SO23 7DU.

##### **b) Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (September 2015) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

##### **c) Public benefit entity**

The charitable company meets the definition of a public benefit entity under FRS 102.

##### **d) Going concern**

The Trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The Trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

The Brendoncare Foundation provides support for Brendoncare Clubs and will continue to do so for the foreseeable future.

##### **e) Income**

Income from charitable activities comprises subscription income from the provision of friendship and well being clubs to older people.

Voluntary income is recognised when the Charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

##### **f) Donations of gifts, services and facilities**

Donated professional services and donated facilities are recognised as income when the Charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the Charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised. There is more information about their contribution in the Report of the Trustees.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the Charity which is the amount the Charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

##### **g) Fund accounting**

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.



**Notes to the financial statements**

**For the year ended 31 March 2018**

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**1 Accounting policies (continued)**

**h) Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- ☐ Costs of raising funds relate to the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose
- ☐ Expenditure on charitable activities includes the costs of running Friendship and well-being clubs, undertaken to further the purposes of the Charity and their associated support costs

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

**i) Allocation of support costs**

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned on the following basis which is an estimate, based on staff time, of the amount attributable to each activity.

Where information about the aims, objectives and projects of the Charity is provided to potential beneficiaries, the costs associated with this publicity are allocated to charitable expenditure.

Support and governance costs are re-allocated to each of the activities based on an estimate of staff time attributable to each activity.

Governance costs are the costs associated with the governance arrangements of the Charity. These costs are associated with constitutional and statutory requirements and include any costs associated with the strategic management of the Charity's activities.

**j) Operating leases**

Rental charges are charged on a straight line basis over the term of the lease.

**k) Tangible fixed assets**

Items of equipment are capitalised where the purchase price exceeds £500. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation useful lives are as follows:

- ☐ Furniture, fittings and equipment 5-8 years

**l) Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account. Cash balances exclude any funds held on behalf of service users.

**m) Creditors and provisions**

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

## Brendoncare Clubs

### Notes to the financial statements

#### For the year ended 31 March 2018

#### 1 Accounting policies (continued)

##### n) Pensions

Brendoncare enrolls all employees, who meet the criteria, into the auto-enrolment pension scheme after two months' service.

#### 2 Income from donations and legacies

	Unrestricted £	Restricted £	2018 Total £	2017 Total £
Hampshire County Council Grant	-	19,712	<b>19,712</b>	19,712
Big Lottery Grant	-	38,306	<b>38,306</b>	38,731
Other grants and donations	73,713	58,008	<b>131,721</b>	127,501
Total income before grant from parent undertaking	73,713	116,026	<b>189,739</b>	185,944
Grant from parent undertaking (note 9)	250,109	-	<b>250,109</b>	248,196
Total income from donations and legacies	<b>323,822</b>	<b>116,026</b>	<b>439,848</b>	434,140

#### 3 Income from charitable activities

	Unrestricted £	Restricted £	2018 Total £	2017 Total £
Clubs subscriptions	157,742	-	<b>157,742</b>	167,482
Gosport Centre income	5,706	-	<b>5,706</b>	4,962
Total income from charitable activities	<b>163,448</b>	-	<b>163,448</b>	172,444

#### 4 Exceptional Costs

During the prior year, the decision was made to close the administrative office in Poole. The additional one off costs incurred as a result of closing the office totalled £9,685.

## Notes to the financial statements

## 5 Analysis of expenditure

	Charitable activities			Charitable activities					
	Cost of raising funds 2018	Friendship and well-being clubs 2018	Governance costs 2018	Total 2018	Cost of raising funds 2017	Friendship and well-being clubs 2017	Governance costs 2017	Exceptional - closure of Poole Office 2017	2017
	£	£	£	£	£	£	£	£	£
Staff costs (Note 7)	-	186,994	-	186,994	-	148,154	-	2,774	150,928
Support staff costs (Note 7)	-	66,220	-	66,220	-	88,647	-	-	88,647
	-	253,214	-	253,214	-	236,801	-	2,774	239,575
Venue hire	-	65,242	-	65,242	-	81,208	-	2,875	84,083
Activity costs	-	43,002	-	43,002	-	52,358	-	-	52,358
Transport costs	-	11,807	-	11,807	-	38,552	-	-	38,552
Volunteer expenses	-	15,431	-	15,431	-	20,831	-	-	20,831
Staff travel costs	-	20,105	-	20,105	-	25,042	-	-	25,042
Depreciation	-	1,018	-	1,018	-	1,239	-	-	1,239
Marketing	-	7,864	-	7,864	-	8,434	-	-	8,434
Training	-	2,166	-	2,166	-	809	-	-	809
Other costs	-	18,775	-	18,775	-	21,745	-	4,036	25,781
Audit and accountancy	-	-	5,300	5,300	-	-	5,520	-	5,520
	-	438,624	5,300	443,924	-	487,019	5,520	9,685	502,224
Support costs	90,915	109,194	-	200,109	63,303	110,890	-	-	174,193
Governance costs	-	5,300	(5,300)	-	-	5,520	(5,520)	-	-
Total expenditure 2018	90,915	553,118	-	644,033	63,303	603,429	-	9,685	676,417

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## Brendoncare Clubs

### Notes to the financial statements

For the year ended 31 March 2018

#### 6 Net incoming resources for the year

This is stated after charging:

	2018 £	2017 £
Depreciation	1,018	1,239
Loss on disposal of fixed assets	-	3,066
Operating lease rentals:		
Property	5,122	19,271
Auditors' remuneration (excluding VAT):		
Audit	4,200	4,000

#### 7 Analysis of staff costs, Trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

	2018 £	2017 £
Salaries and wages	227,146	216,698
Redundancy and termination costs	6,440	2,774
Social security costs	16,402	15,325
Pension contributions	3,226	4,778
	<b>253,214</b>	<b>239,575</b>

No employee earned more than £60,000 during the year (2017: Nil).

The key management personnel of the charitable company comprise the Trustees, and the senior management team. The total employee benefits including national insurance and pension contributions of the key management personnel paid by Brendoncare Clubs were £38,429 (2017: £46,143). The remaining key management personnel employee benefits were paid by The Brendoncare Foundation.

No remuneration was paid or due to the Trustees during the year (2017: Nil). Trustee reimbursement for any travel costs incurred in carrying out their duties as Trustees was £nil (2017: Nil). During the prior year one Trustee received reimbursement for expenses incurred in their role as a volunteer for two Brendoncare Clubs totalling £110. No payments were made in the current year.

Indemnity insurance is maintained by the Brendoncare Foundation to indemnify the Trustees, Officers and Staff of Brendoncare and its subsidiaries against the consequences of any neglect or default on their part. The cost of this was £3,724 (2017: £3,449).

#### 8 Staff numbers

The average number of employees (head count based on number of staff employed) during the year was as follows:

	2018 No.	2017 No.
Friendship and well-being clubs	13	12
Support	2	3
	<b>15</b>	<b>15</b>

## Brendoncare Clubs

### Notes to the financial statements

#### For the year ended 31 March 2018

#### 9 Related party transactions

During the year, The Brendoncare Foundation made the following grants to Brendoncare Clubs:

	2018 £	2017 £
Funding grant from The Brendoncare Foundation	50,000	74,000
Management Services granted from The Brendoncare Foundation	200,109	174,193
Total grant from The Brendoncare Foundation	<u>250,109</u>	<u>248,193</u>

It is anticipated that as Brendoncare Clubs becomes self sustaining, by developing its community and grant based fundraising and club membership increases, this support will no longer be required. Various grants were received, and various expenses were paid, by Brendoncare on behalf of Brendoncare Clubs during the year, and were passed on to the Charity. At 31 March, Brendoncare Clubs owes The Brendoncare Foundation £19,531 (2017: was owed £12,466).

#### 10 Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

#### 11 Tangible fixed assets

	Fixtures and fittings £	Total £
<b>Cost</b>		
At the start of the year	6,623	6,623
Additions	1,708	1,708
At the end of the year	<u>8,331</u>	<u>8,331</u>
<b>Depreciation</b>		
At the start of the year	3,139	3,139
Charge for the year	1,018	1,018
At the end of the year	<u>4,157</u>	<u>4,157</u>
<b>Net book value</b>		
At the end of the year	<u>4,174</u>	<u>4,174</u>
At the start of the year	<u>3,484</u>	<u>3,484</u>

All of the above assets are used for charitable purposes.

#### 12 Debtors

	2018 £	2017 £
Trade debtors	100	491
Prepayments & accrued income	11,106	9,049
Amounts due from The Brendoncare Foundation	-	12,466
Other debtors	3,432	10,095
	<u>14,638</u>	<u>32,101</u>

# Brendoncare Clubs

## Notes to the financial statements

For the year ended 31 March 2018

### 13 Creditors: amounts falling due within one year

	2018 £	2017 £
Trade creditors	10,254	11,622
Amounts owed to The Brendoncare Foundation	19,531	-
Accruals and deferred income	14,238	19,603
	<b>44,023</b>	<b>31,225</b>

### 14a Analysis of net assets between funds (current year)

	General unrestricted £	Restricted £	Total funds £
Tangible fixed assets	1,716	2,458	4,174
Net current assets	951	6,358	7,309
<b>Net assets at the end of the year</b>	<b>2,667</b>	<b>8,816</b>	<b>11,483</b>

### 14b Analysis of net assets between funds (prior year)

	General unrestricted £	Restricted £	Total funds £
Tangible fixed assets	861	2,623	3,484
Net current assets	40,673	8,063	48,736
<b>Net assets at the end of the year</b>	<b>41,534</b>	<b>10,686</b>	<b>52,220</b>

### 15a Movements in funds (current year)

	At the start of the year £	Income & gains £	Expenditure & losses £	At the end of the year £
<b>Restricted funds:</b>				
Tangible fixed assets	2,623	566	(731)	2,458
Grants	8,063	115,460	(117,165)	6,358
<b>Total restricted funds</b>	<b>10,686</b>	<b>116,026</b>	<b>(117,896)</b>	<b>8,816</b>
<b>Unrestricted funds:</b>				
<b>General funds</b>	<b>41,534</b>	<b>487,270</b>	<b>(526,137)</b>	<b>2,667</b>
<b>Total unrestricted funds</b>	<b>41,534</b>	<b>487,270</b>	<b>(526,137)</b>	<b>2,667</b>
<b>Total funds</b>	<b>52,220</b>	<b>603,296</b>	<b>(644,033)</b>	<b>11,483</b>

# Brendoncare Clubs

## Notes to the financial statements

For the year ended 31 March 2018

### 15b Movements in funds (prior year)

	At the start of the year £	Income & gains £	Expenditure & losses £	At the end of the year £
<b>Restricted funds:</b>				
Tangible fixed assets	3,279	-	(656)	<b>2,623</b>
Grants	19,862	111,788	(123,587)	<b>8,063</b>
<b>Total restricted funds</b>	<b>23,141</b>	<b>111,788</b>	<b>(124,243)</b>	<b>10,686</b>
<b>Unrestricted funds:</b>				
<b>General funds</b>	<b>98,912</b>	<b>494,796</b>	<b>(552,174)</b>	<b>41,534</b>
<b>Total unrestricted funds</b>	<b>98,912</b>	<b>494,796</b>	<b>(552,174)</b>	<b>41,534</b>
<b>Total funds</b>	<b>122,053</b>	<b>606,584</b>	<b>(676,417)</b>	<b>52,220</b>

#### Purposes of restricted funds

##### Fixed Assets

The Fixed Asset balance relates to funds received for specific fixed assets.

##### Grants

The Grants restricted fund relates to restricted grants received during the year which remain unspent at the year end and is held in cash.

### 16 Reconciliation of net income to net cash flow from operating activities

	2018 £	2017 £
<b>Net expenditure for the reporting period (as per the statement of financial activities)</b>	<b>(40,737)</b>	(69,833)
Depreciation charges	<b>1,018</b>	1,239
Loss on disposal of fixed assets	-	3,066
Decrease / (Increase) in debtors	<b>17,463</b>	(2,795)
Increase/ (Decrease) in creditors	<b>12,798</b>	(45,639)
<b>Net cash used in operating activities</b>	<b>(9,458)</b>	(113,962)

**Notes to the financial statements**

**For the year ended 31 March 2018**

**17 Operating lease commitments**

The Charity's total future minimum lease payments under non-cancellable operating leases is as follows for each of the following periods

	Property	
	<b>2018</b>	2017
	<b>£</b>	<b>£</b>
Less than one year	<b>5,182</b>	4,896
One to five years	<b>7,773</b>	12,240
	<b>12,955</b>	17,136

**18 Legal status of the Charity**

The Charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.

**19 Ultimate parent undertaking**

The company's ultimate parent undertaking and controlling party is The Brendoncare Foundation, a registered Charity (number: 326508) and company limited by guarantee (number: 1791733). Copies of the consolidated financial statements are available from the Charity Commission.