

**ANNUAL REPORT  
AND FINANCIAL STATEMENTS  
FOR YEAR ENDED 31ST DECEMBER 2020**

**FARNHAM ASSIST**

COMPANY LIMITED BY GUARANTEE

Registered Company Number 07114978

Registered Charity Number 1135187

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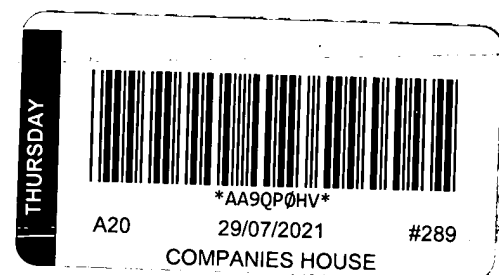
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Independent Examiners Ltd  
2 Broadbridge Business Centre  
Delling Lane  
Bosham  
West Sussex  
PO18 8NF



## **FARNHAM ASSIST**

### **LEGAL AND ADMINISTRATIVE INFORMATION**

<b>CHARITY NUMBER</b>	1135187
<b>COMPANY NUMBER</b>	07114978
<b>START OF FINANCIAL YEAR</b>	1st January 2020
<b>END OF FINANCIAL YEAR</b>	31st December 2020
<b>DIRECTORS AT 31ST DEC 2020</b>	Dr Mary Riggs (Chair) Christopher Packwood (Vice Chair) Kenneth Wickenden (Treasurer) Alexandra Burn Margaret Daniels David Ashby (resigned 24th February 2020)
<b>COMPANY SECRETARY</b>	Rodney Bates (appointed 16th November 2020) June Trantom (resigned 31st December 2020)
<b>GOVERNING INSTRUMENT</b>	Charitable Company limited by guarantee. Memorandum and Articles adopted and company incorporated on 3rd January 2010 as amended by special resolutions dated 2nd June 2015
<b>CHARITABLE OBJECTS</b>	The relief of older people who are in need in the Farnham area, particularly those who live alone or are housebound. By providing assistance, information, training, advice, befriending and physical and spiritual support, through which work the charity shows God's love for them.
<b>REGISTERED OFFICE</b>	7 St George's Yard Farnham Surrey GU9 7LW
<b>PRIMARY BANKERS</b>	CAF Bank Ltd ME19 4JQ
<b>INDEPENDENT EXAMINER</b>	P B Robinson MAAT FCIE Independent Examiners Ltd 2 Broadbridge Business Centre Delling Lane Bosham West Sussex PO18 8NF

## FARNHAM ASSIST

### DIRECTORS' REPORT FOR THE YEAR ENDED 31ST DECEMBER 2020

The Directors present their report together with the financial statements of the Company for the year ended 31st December 2020. A more detailed report is available on the Charity Commission web site by accessing the annual report and financial statements for year ended 31st December 2020 under Charity Registration No. 1135187.

#### **Statement of Director's responsibilities:**

Company law requires the directors to prepare financial statements for each financial year which gives a true and fair view of the state of affairs of the company and of the profit or loss of the company during that period. In preparing those financial statements the directors are required to:

- (i) select suitable accounting policies and then apply them consistently,
- (ii) make judgements and estimates that are reasonable and prudent,
- (iii) prepare financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. In preparing this report the directors have taken advantage of special provisions of the Companies Act 2006 relating to small

I approve the attached statement of financial activities and balance sheet for the year ended 31st December 2020, and confirm that I have made available all information necessary for its preparation.

Date 23RD JUNE 2021

Signed on behalf of the Board 

Kenneth Wickenden (Treasurer and Director)

**FARNHAM ASSIST**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

	Notes	Unrestricted Funds £	Restricted Funds £	TOTAL 2020 £	TOTAL 2019 £
<b>INCOME AND ENDOWMENTS FROM:</b>					
Donations and Legacies		44,600		44,600	42,876
Activities for Generating Funds		1,914		1,914	10,739
Income from Charitable Activities		1,536		1,536	9,386
Investment Income					
Bank Interest		22		22	29
<b>TOTAL INCOME</b>		<b>48,072</b>	<b>0</b>	<b>48,072</b>	<b>63,030</b>
<b>EXPENDITURE ON:</b>					
Raising Funds	2a	2,653	0	2,653	10,447
Charitable Activities	2b	39,167	0	39,167	57,290
<b>TOTAL EXPENDITURE</b>		<b>41,820</b>	<b>0</b>	<b>41,820</b>	<b>67,737</b>
<b>NET INCOMING/ (OUTGOING) RESOURCES</b>		<b>6,252</b>	<b>0</b>	<b>6,252</b>	<b>-4,707</b>
Total Funds Brought Forward		40,885	0	40,885	45,592
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>47,137</b>	<b>0</b>	<b>47,137</b>	<b>40,885</b>

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 8 to 10 form part of these financial statements.

**FARNHAM ASSIST**  
**BALANCE SHEET**  
**AS AT 31ST DECEMBER 2020**

	Notes	Unrestricted Funds £	Restricted Funds £	31-Dec 2020 Total £	31-Dec 2019 Total £
<b>Fixed Assets</b>					
Tangible assets		0	0	0	0
<b>Current Assets</b>					
Debtors	6	3,186	0	3,186	9,591
Cash at bank and in hand	5	44,856	0	44,856	32,602
<b>Total Current Assets</b>		<b>48,042</b>	<b>0</b>	<b>48,042</b>	<b>42,193</b>
<b>Creditors:</b>					
amounts falling due within one year	7	905	0	905	732
<b>NET CURRENT ASSETS</b>		<b>47,137</b>	<b>0</b>	<b>47,137</b>	<b>41,461</b>
<b>NET ASSETS</b>		<b>47,137</b>	<b>0</b>	<b>47,137</b>	<b>41,461</b>
<b>Funds of the Charity</b>					
General Funds		47,137	0	47,137	40,885
Restricted Funds	3	0	0	0	0
<b>Total Funds</b>		<b>47,137</b>	<b>0</b>	<b>47,137</b>	<b>40,885</b>

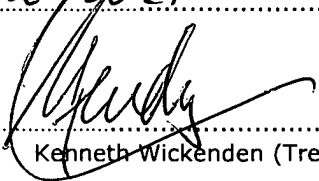
For the year ending 31st December 2020 the Company was entitled to exemption from audit under section 477(2) of the Companies Act 2006 relating to small companies.

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

The directors acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and for the preparation of accounts.

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

Approved by the Directors on 23 RD JUNE 2021 and

Signed on their behalf by  Kenneth Wickenden (Treasurer and Director)

**FARNHAM ASSIST**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

**1. ACCOUNTING POLICIES**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

**1.1 Basis of Preparation**

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements are prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)). Advantage has been taken of the exemption under FRS 102 1A for smaller charities not to prepare a statement of cash flows.

**1.2 Income**

All incoming resources are included in the Statement of Financial Activities when the charity has entitlement to the funds, certainty of receipt and the amount can be quantified with reasonable accuracy.

Donated assets and services are included at their estimated open market valuation. No income is recognised where there is no financial cost borne by a third party.

**1.3 Investment Income**

This is included in the accounts when receivable.

**1.4 Expenditure**

Expenditure is included when incurred. Costs which are identified as relating to restricted projects are allocated directly to those activities. Costs which relate to the general running of the charity are allocated against unrestricted funds, and within the statement of financial activities these expenses are shown as costs of raising funds and charitable activities - which include support costs and governance costs (relating to the charity's compliance with constitutional and statutory requirements).

**1.5 Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

**1.6 Funds**

Restricted funds are funds subject to specific conditions imposed by donors as to how they may be used.

Unrestricted funds are those which are not subject to any special restrictions and they can be used as the Trustees decide. Designated funds are part of unrestricted funds and are amounts the Trustees have set aside to cover particular expenditure.

**1.7 Volunteer Help**

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

**1.8 Changes in Accounting policies and previous accounts**

There has been no change to the accounting policies (variation rules and methods of accounting) since last year, and no changes to the previous accounts except the adjustment explained in the notes.

# FARNHAM ASSIST

## NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31ST DECEMBER 2020

### 2. EXPENDITURE ON:

	Notes	Unrestricted Funds £	Restricted Funds £	TOTAL 2020 £	TOTAL 2019 £
<b>Raising Funds</b>					
Event Costs		2,043		2,043	6,153
Lunch Events Costs		610		610	4,294
		<b>2,653</b>	<b>0</b>	<b>2,653</b>	<b>10,447</b>

### Charitable Activities

Gifts Given		275		275	0
Wages and Social Security Costs	4	24,148		24,148	38,914
Volunteer and Staff Costs		204		204	1,164
Office Rent and Rates		7,122		7,122	8,157
Energy		662		662	1,155
Room Hire		379		379	980
Insurance		1,019		1,019	867
Office Expenses		1,404		1,404	1,020
Communications		1,123		1,123	1,046
PPS		467		467	2,157
Repairs and Renewals		387		387	746
Bank Charges		60		60	60
Professional Fees		1,917		1,917	1,024
		<b>39,167</b>	<b>0</b>	<b>39,167</b>	<b>57,290</b>

### 3. RESTRICTED FUNDS

The charity has no restricted funds at present.

### 4. STAFF COSTS

	Total 31-Dec 2020 £	Total 31-Dec 2019 £
Total staff costs were:		
Wages and Salaries	24,042	38,862
Pension Costs	106	52
	<b>24,148</b>	<b>38,914</b>

No employee earned more than £60,000 during the period. The average full time equivalent number of staff employed by the charity during the period was:

	Total 31-Dec 2020 No.	Total 31-Dec 2019 No.
Support	1	1.5
	<b>1</b>	<b>1.5</b>

# FARNHAM ASSIST

## NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31ST DECEMBER 2020

### 5. CASH AT BANK AND IN HAND

	Unrestricted Fund	Restricted Fund	Total 31-Dec 2020	Total 31-Dec 2019
	£	£	£	£
Scottish Widows	20,175		20,175	20,158
CAF Bank				
Gold Account	6,072		6,072	12,270
Cash Account	18,571		18,571	136
Petty Cash	38		38	38
	<b>44,856</b>	<b>0</b>	<b>44,856</b>	<b>32,602</b>

### 6. DEBTORS AND PREPAYMENTS

Gift Aid Recoverable	2,186		2,186	8,591
Prepayments	1,000		1,000	1,000
	<b>3,186</b>	<b>0</b>	<b>3,186</b>	<b>9,591</b>

### 7. CREDITORS ACCRUALS AND DEFERRED INCOME: AMOUNTS FALLING DUE WITHIN ONE YEAR

Social Security			0	329
NEST Pension	5		5	38
Accruals			0	365
Independent Examiners Fees	900		900	0
	<b>905</b>	<b>0</b>	<b>905</b>	<b>732</b>

### 8. TRUSTEES AND OTHER RELATED PARTIES

No payments were made to trustees or any other person connected with them during this financial period. No material transaction took place between the organisation and a trustee or any person connected with them.

### 9. RISK ASSESSMENT

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

### 10. PUBLIC BENEFIT

The charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.



## INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the Directors of Farnham Assist on the accounts for the year ended 31st December 2020 set out on pages 4 to 8.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not requirements of Section 144(2) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the governing document or constitution of the Charity for the conducting of an audit. As a consequence, the trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for an Independent examination, It is my responsibility to:

- examine the accounts under section 145 of the Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act, and;
- to state whether particular matters have come to my attention.

### Basis of independent examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the organisation and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
  - proper accounting records are kept (in accordance with section 130 of the Act); and
  - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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Delling Lane  
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W. Sussex  
PO18 8NF



Dated: 22nd July 2021