Company registration number: 07506866

Charity registration number: 1141901

# AGE UK BURY (A COMPANY LIMITED BY GUARANTEE) ANNUAL REPORT AND FINANCIAL STATEMENTS 31 MARCH 2024

SATURDAY



A24

21/12/2024 COMPANIES HOUSE #228

Horsfield & Smith Tower House 269 Walmersley Road Bury Lancashire BL9 6NX

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#### REFERENCE AND ADMINISTRATIVE DETAILS

**Chief Executive Officer** 

Mrs A Stark-Ketcher, Chief Officer

**Trustees** 

Mrs J Rees, Chair

Mrs P Jones-Greenhalgh, Treasurer

Mr S Edwards

Mrs S Holt

Ms C Brookes

Mr D Lees

Mrs Margaret Fullen

**Charity Registration Number** 

1141901

**Company Registration Number** 

07506866

The charity is incorporated in England and Wales.

**Registered Office** 

The Jubilee Centre

Mosley Avenue

Bury

Lancashire BL9 6PQ

**Accountants** 

Horsfield & Smith

**Tower House** 

269 Walmersley Road

Bury

Lancashire

BL9 6NX

**Bankers** 

Santander UK

**Bridle Road** 

Bootle

Merseyside

L30 4GB

#### TRUSTEES' REPORT

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2024.

#### **TRUSTEES**

The trustees and officers serving during the year and since the year end were as follows:

Mrs J Rees, Chair

Mrs P Jones-Greenhalgh, Treasurer

Mr S Edwards

Mrs S Holt

Ms C Brookes

Mr D Lees

Mrs Margaret Fullen (appointed 30 January 2024)

Mrs P Walton, Deputy Chair (resigned 30 January 2024)

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Nature of governing document

Age UK Bury is a registered charity (1141901) and company limited by guarantee, registered in England and Wales, company number 7506866. Its governing document is its Memorandum and Articles of Association.

#### Recruitment and appointment of trustees

Recruitment to the membership of Age UK Bury has been by invitation to individuals with the relevant skills and experience to strengthen the governance of the organisation. The Annual General Meeting of the Charity elects the Directors and Honorary Officers to serve on the Executive Committee, appoints the Independent Examiner and considers and adopts the Annual Report and Financial Statements for the preceding year's activities. Bury Council may nominate one person to the Executive Committee who has the right to attend and speak but not to vote.

#### Induction and training of trustees

All new directors are provided with an induction pack containing the Charity Commission's guidance on their responsibilities and essential information for directors.

#### Organisational structure

The Executive Committee meets at least four times a year and consists of individuals or representatives of bodies sympathetic to the objects of Age UK Bury. The Finance and General Purposes Sub-committee reports back to the Executive Committee. Working groups can be set up to look at specific issues and these will also report back to the Executive Committee.

All directors give their time freely and no remuneration was paid to them in the year. Directors are required to declare all relevant interests or potential conflicts of interest at the start of each meeting and withdraw from decisions where a conflict of interest may arise.

#### TRUSTEES' REPORT

The Chief Executive Officer has operational responsibility for the provision of services and support of staff and volunteers.

There were 30 members of staff during this time.

Our organisation is supported by more than 65 volunteers who contribute their time and efforts across multiple locations, including the Chatterbox Cafe, the Jubilee Centre, two charity shops, our Handyman service, our Befriending service, and by leading walking activities.

We wish to express our profound appreciation for their invaluable contribution to our charity.

#### Relationships with related parties

Age UK Bury is an independent charity. The charity works in partnership with the national charity, Age UK and it is a member of the Age England Association. The Chief Officer regularly meets with other Age UKs in Greater Manchester and in the North West.

#### Major risks and management of those risks

Age UK Bury conducts a risk assessment annually to clarify the known financial liability carried by the organisation so that any necessary actions can be instigated.

The risk assessment requires a detailed examination of the organisation's financial liabilities in relation to property and leases; staffing costs; contractual relationships; insurable risks (including public liability, employers liability, property and contents); trustee liability, fraud and competition.

To address these risks, directors will:

- Review the costs for all services over the course of the year;
- Look to increase income from retail shops, activities, donations, and legacies;
- Work closer with local businesses, grant-making trusts and fundraising events;
- Promote a greater awareness of the work of the charity to older people, potential funders, partners and public
- Consider, where appropriate, opportunities for partnership work with local agencies and other Age UKs in the Greater Manchester area to jointly deliver services; and
- Develop a business case to ensure sustainability for the future.

Procedures are already in place to ensure compliance with health and safety regulations within the premises occupied by the charity. Procedures are periodically reviewed to ensure they continue to meet the needs of the charity.

#### **TRUSTEES' REPORT**

Appropriate criminal records checks are made for all those who work with older vulnerable people.

Safeguarding Vulnerable Adults training is provided to those who work with vulnerable older people.

A review of ICT systems is currently in place to ensure all critical data is secure and backed up and that data can be shared between computers within the organisation.

The charity has adopted a 'Protecting the Environment' statement. The directors do not consider that there are any activities that could be construed as being detrimental or harmful to the public or the environment. However, if anyone has any cause for concern, they are able to bring it to the attention of the Chief Officer, or by using the policy on Comments, Compliments and Complaints, which is available from the main office.

#### **Quality standards**

We are proud to have reviewed the Organisational Quality Standards for local Age UKs in England in 2024.

Our achievement of the Organisational Quality Standards recognises the high standard of our performance as an organisation. It certifies that we are a well-governed and effective organisation committed to the wellbeing of people over 50+, with our team and volunteers, along with our commitment to collaborating with others.

The Standards are externally assessed by industry leaders SGS and endorsed by the Charity Commission.

#### **OBJECTIVES AND ACTIVITIES**

#### Objects and aims

The object of the Charitable Company is 'to promote the welfare of people 50+ in any manner which now is or hereafter may be deemed by law to be charitable in and around the Metropolitan Borough of Bury'.

The relevant powers granted to it by the Memorandum and Articles to achieve this include:

- To encourage, promote and organise direct services appropriate to the needs of individual people
   50+ or groups of older people;
- · To work in partnership with other organisations with a similar goal;
- To engage in research and the provision and publication of information;
- Each year our directors review our objectives and activities to ensure they continue to reflect our aims

#### **TRUSTEES' REPORT**

#### Public benefit

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Age UK Bury's charitable purpose is enshrined in its object 'to promote the welfare of people 50+ in any manner which now is or hereafter may be deemed by law to be charitable in and around the Metropolitan Borough of Bury.

The trustees ensure that this purpose is carried out for the public benefit by delivering services that are valued by our service users and by enabling people 50+ in our area of benefit to enjoy a fulfilling later life. The trustees ensure that we carry out all our activities in an open and transparent manner which results in a well-managed charity that prompts public trust and confidence.

#### **ACHIEVEMENTS AND PERFORMANCE DURING APRIL 2022 TO MARCH 2023**

This year, we continued rebuilding our services from the impact of the Covid Pandemic. This was made even more difficult with the cost-of-living crisis, the impact of Brexit, and the war in Ukraine.

We are grateful to our staff and volunteers who continued to support people 50+ in the Borough of Bury through the year by delivering the following services:

- · Befriending
- Home From Hospital
- Chatterbox Café
- · Friends together
- Information and Advice
- Energy saving Advice
- 2 x Charity shops
- Continually providing activities for people over 50+ and maximising the centre's potential

#### **Future**

The introduction of new concepts for operating the café on weekends and hosting regular evening events will provide additional financial resources to sustain the building's operations.

Conduct a comprehensive evaluation of the services we offer to individuals aged 50 and above to ensure ongoing excellence in service delivery.

Additional financial support from business organizations is essential to enhance Age UK Bury's visibility and community engagement, as well as to facilitate donations.

#### **TRUSTEES' REPORT**

#### The Befriending Service

Led by Jane Lees (Befriending Co-ordinator) and Steph Chesney-Bryce (Telephone Befriending Officer)

During the Covid pandemic, the Keeping in Touch telephone service was set up to support people with the extreme loneliness they were experiencing. Once restrictions were lifted, we expected the demand for this service to decrease. The National Lottery Community Fund gave us an Awards For All grant to allow us to continue the service and identify the need for the service now that life had returned to normal. This service was still needed and throughout the year, our volunteers support between 140-150 people per week.

We were intrigued to explore the geographical distribution of our telephone befriendees. A volunteer created a map that revealed distinct "clusters" of befriendees residing in proximity to each other. For instance, a group of older men was found to live near the Dumers Lane Centre. Consequently, we organized a coffee morning to bring them together. Additionally, another cluster was established in Ramsbottom, and we intend to replicate this model in other regions of Bury.

This year marked the return of face-to-face befriending, which is offered to those where a phone call is inappropriate (as some people struggle to use a phone) or insufficient. It is aimed at those who are housebound and therefore unable to get to cluster groups. Housebound could be due to physical ailments or mental health issues. The volunteer befriender visits a person in their home on a regular basis, providing companionship and friendship, and helps to reduce the person's feelings of isolation and loneliness.

Our Befriending service helps people to feel valued and respected.

We are grateful to Bury Council, National Lottery Community Fund and our volunteers for providing this valuable support to people 50+ in Bury.

**Winter packs** were supplied by Bury Council to help those people who needed the pack to keep warm in the winter months.

#### Information and Advice

Led by Joanne Cocker (I&A Manager) and Irene Perrella (I&A Officer Energy saving advice Officer)

The aim of our Information and Advice service is to support people 50+ with help to enable them to live independently and cope with all the problems that getting older throw up.

The service specialises in making sure people receive their full entitlement to benefits and supports people with filling in claims for attendance allowance and pension credits. We only provide advice on pension-age benefits, and we refer people who need help with working-age benefits to Bury and Bolton CABB.

We are approached for Information & Advice on many issues, for example care home charges and funding or care packages and help available to remain living at home.

Our community service helps individuals aged 50+ through telephone support or in-person consultations, which can take place at our Jubilee Centre or at the individual's residence.

Our local service works closely with the national Age UK which provides an Advice Line - 0800 678 1602, 365 days a year from 8.00am to 19.00pm. When a request for assistance is received by the national helpline that requires a local response, a referral is directed to our service. Age UK national produces a range of leaflets, which we circulate in our venues and supply to our local partners.

#### **TRUSTEES' REPORT**

- The provision of benefits advice to people 50+ and who are eligible to receive state pension. (If someone is of working age, we will refer them to Bury and Bolton Citizens Advice Bureau.)
- One to one help with filling in forms.
- Provision of information booklets on Pension Credit and Attendance Allowance and other relevant material.
- Signposting to other relevant sources of older people's support, relevant to their needs.

We would like to thank Bury Council for their support in funding this service.

#### The Handy Person Service

Led by Andrew Wall (Joint Handy Person Manager) and Sue Bradley (Joint Handy Person Manager / Administrator)

The Handy Person Service help people 50+ in Bury with small DIY and repair jobs such as fitting handrails and security locks, putting up shelves, curtain rails and wall decorations; assembling flat pack furniture; minor plumbing, painting and decorating work and changing light bulbs.

Our organisation is supported by proficient volunteers who assist with tasks that people 50+ require.

Between April 2023 and March 2024, we installed 240 key safes.

We provided a prompt service which was assisted Bury Adult Care Services and Hospital Discharge Teams to facilitate patient release from hospital and provision of care in their homes.

#### Friends Together

Led by Carla Halewood

Age UK Bury runs four "Friends Together" groups to bring people 50+ together. Our groups are aimed at people, aged 65 and over, who rarely see anyone from week to week or need a little extra support to get out for the day.

The group offers an opportunity to meet others over lunch and enjoy activities together. Our groups are currently based in the north of Bury, Prestwich, Whitefield and Radcliffe. We can offer transport, and we provide a lovely two course meal provided by local catering organisations.

#### **Charity Shops**

Led by Debbie Sellers (Retail Development Manager); Lynn Curley (Bury Shop Manager) and Carole Crompton (Ramsbottom Shop Manager).

Our two charity shops at The Rock in Bury and on Bridge Street in Ramsbottom sell donated goods to raise funds for our charity and act as a link for the public to access our services.

In August, we found a way to convert donated foreign, British coins and stamps into today's currency and we are promoting this to our regular donors.

We continue with embracing claiming gift aid for donations, and this is proving very successes since it was installed in October 2022.

Crown Oil continue to support and donate raffle prizes throughout the year.

#### TRUSTEES' REPORT

#### The Home From Hospital Service

Led by Alison Wiseman

This service offers support to Bury residents aged 50+ who have recently or are being discharged from Hospital. The service offers people:

- · Practical assistance to settle safely back at home
- Information and Advice
- Support applying for benefits
- · Support with housing applications where it is apparent more suitable housing is essential
- Signposting to access other community services
- Initial essential and short-term support with grocery shopping
- · Initial essential and short-term support with grocery shopping
- · Assistance with basic activities of daily living
- Guidance and often more specific practical support faced by those discharged from hospital
- Support for Family and significant others with what can be challenges when facing a deterioration in their loved one's health
- Practical support with liaising with other professionals including assistance navigating "the system"
- Ongoing welfare checks

With funding received from Bury Council in conjunction with the NHS for March 2023/April 2024, the service could continue for a further year. Alison Wiseman, Service Manager commenced in the role December 2022 with Sophie Dickson and Annette Allan recruited as Service Officers (February and May 2023 respectively).

The priorities for the first six months were to establish a presence in the hospital, develop relationships with other professionals and commence implementation of the new service to compliment what is already in place.

We are grateful for the support of Bury VCFA, Bury Council, and Ahmed Ajmi, Strategic Lead, Integrated Commissioning, for meeting with us on a bi-weekly basis to discuss through issues raised in the development of the service. Special thanks also go to Catherine Wilkinson, Adam Bradley and the staff of Fairfield Hospital.

We assist and offer support:

- Detailed initial home visit and full client assessment completed
- Determined the need for Carelink falls sensor wrist alarm, to support falls risk and referral made
- Support to refer for footcare as a home visit
- Prescription ordering and collection to ensure the medication management is delivered to the client
- Discussions and information about accessing the community with assistance
- Optical home review accepted, and referral made
- Benefits check referral made

#### **TRUSTEES' REPORT**

- · Environmental assessment support
- Referral to GP for a full medication review

Our Home from Hospital Service and Handyman Service work very closely together and share office space at Dumers Lane Community Centre. All key safe referrals are now made via the Home from Hospital Team. This ensures a standardised and consistent approach to referrals which in turn creates a more responsive and effective service. Positive feedback has been received from our customers.

#### The Jubilee Centre

Led by Lindsay Rowley (Office Manager / Bookkeeper) and Karen Ashton (Café Supervisor)

The Jubilee Centre is a unique facility, providing a café service and activity centre for people 50+ and their carers in Bury. It is situated in Clarence Park, overlooking the lovely Lido.

#### A normal week's activities include:

- Yoga
- Short-mat bowling
- Fit for Life Exercise
- Pilates
- Chair-Based Exercise
- Community Choir
- Dance, Fit, Fun (Women Only)
- Men's Only Keep Fit
- Knit and Natter
- A Bingo and Quiz Afternoon
- Tai Chi
- Sequence Dancing for Beginners
- A Tea Dance Afternoon
- Line Dancing
- Footcare Clinic

#### We are extremely grateful to:

- Our tutors Melanie Mason, Diane Askew, Sian Edwards-Davies, Debs Cassar-Egan, Andrea Lynette-Young, Malcolm Brister and Sue Johnson
- Marion Schofield for leading the Knit and Natter group
- Dougie Warrington of Phoenix Footcare is dedicated to addressing the foot care needs of individuals
- Anne, Jean and Nigel for looking after the Jubilee Garden
- Our volunteers in the café and centre

Our café remains as busy as ever throughout the whole year. We are extremely grateful to our team of excellent volunteers who allow us to continue table service, which was first brought in during the covid restrictions for hospitality.

The Jubilee Centre ran two "Living Life to the Full" courses to support people to tackle problems, build confidence, feel happier, stay calm, address upsetting thinking.

#### TRUSTEES' REPORT

With funding from the Bury Health Improvement Fund, we were able to offer Men's Only Exercise class and new classes began in April 2023.

Our day trips were able to start again and our Chair, Joan organised excellent trips to York, Cheshire Oaks and Boundary Mill.

Christmas returned to its former splendour. This included the return of the Radcliffe Male Voice Choir to launch our Christmas, four days of serving Christmas lunches in the conservatory café and parties for our Tea Dancers and Line Dancers. We added a "Jacob's table", an event where everyone brings a contribution of food, to our festive celebrations.

#### **Dumers Lane Community Centre**

Led by Sue Bradley

The property at 245 Dumers Lane was a former library, run by Bury Council. It had been taken over by "Friends" group, but they were unwilling and unable to continue their operation after the Covid lockdown. Age UK Bury came to rescue and took over the lease.

With funding from The Peel Group Foundation, the centre was cleaned up, painted and refurbished. A new welcoming sign was put outside the centre and the security fence was erected to deter vandalism. New chairs and tables were purchased to give the centre a warm welcoming feel to visitors.

The Centre is ideal for small group work. It became the home of our Radcliffe Friends Together group which meets every Thursday. Two cluster groups, comprising of people who live very close by, began to meet on Tuesdays and Fridays. The Phoenix footcare service offers appointments on Wednesdays.

The first-floor office space is home to our Handyman Service, Befriending and Home from Hospital teams.

In re-establishing the centre, we are reaching out to local partners to look at how we can best work with residents to develop small groups of 10-12 people.

We are very grateful to the Peel Group Foundation for their support with the redevelopment of the centre for residents in Radcliffe and Redvales.

#### **Promoting our service**

Our monthly email distributed through Mailchimp software is circulated to 700 subscribers and increasing each month.

We update 230 followers on Facebook and 2,150 followers on Twitter with news about our services in Bury.

Our website is available at www.ageukbury.org.uk and we promote our services through google search engine.

#### TRUSTEES' REPORT

#### **OUR PRIORITIES FOR 2023-2025**

It is recognised that there are many challenges and opportunities for local independent charities.

#### Our priorities are:

- · to maintain and develop the work we are already carrying out;
- to achieve a budget that ensures expenditure does not exceed income and increase the level of reserves at a level of six months running costs;
- to maximise income from the Jubilee Centre and retail shops and identify alternative funding streams;
- to explore and bid for pieces of work that complement our aims and our ways of working and attract funding for core-costs;
- · to ensure good governance to limit risk to the organisation and our work;
- to have a point of contact in each locality in the borough by 2025; and
- to maintain and improve dialogue with people 50+ in Bury and strengthen communications within the organisation.

#### **THANK YOU**

We would like to thank the following for their support to our charity over the year:

- Bury Council for funding Friends Together, The Befriending Project, Information and Advice, Handy Person Service, Key Safe service and Health Improvement Grants and the distribution of Household grants project;
- 10GM Home from Hospital Targeted Investment Fund & GM ICP for support to the Home from Hospital Service;
- National Lottery Awards for All for support to the Keeping in Touch telephone service;
- Health and Social Care transformation funds, administered by Bury VCFA to support our Handy Person Service;
- The Peel Group Foundation for their support to Dumers Lane Community Centre;
- Age UK Cost of Living Grant & Winter Health Grant; and
- CABB for their works with the Energy Saving project.

We give our special thanks to the families and friends who gave donations in memory of their loved ones throughout 2023/2024.

We express our gratitude to all individuals who consistently support us by participation in our 100 Club.

#### TRUSTEES' REPORT

We really appreciate the kindness we have received from the following people and organisations:

- Age UK and local Age UKs throughout Greater Manchester and the North-West
- Asda Foundation
- Avasarni
- Bury Council
- Bury Older People's Staying Well Team
- Bury Society for Blind and Partially Sighted People
- Bury Voluntary, Community and Faith Alliance
- Chapter of Unanimity
- Crown Oil
- Friends Of Clarence Park
- Greater Manchester Police
- Healthwatch Bury
- Horsfield and Smith
- Moving on Together
- Northern Care Alliance
- Phoenix Footcare
- Radcliffe Male Voice Choir
- Rawtenstall & District Senior Citizens
- Rotary Club of Bury

The most valuable resources we possess are our people. We extend our heartfelt gratitude to our staff, volunteers, fundraisers, and tutors for the unwavering support they have provided to us and to one another over the course of the year.

#### **FINANCIAL REVIEW**

#### Policy on reserves

The trustees of Age UK Bury hold reserves for the purpose of

- a) Ensuring consistency for those who use and depend on our services;
- b) Responding to shortfalls in funding, or unexpected events to protect or redesign services;
- c) Maintaining a degree of independence from the statutory sector, and funders in general, to allow the charity to set its own agenda to meet the local needs of people 50+ living in Bury.

The aim is to achieve a level of reserves that is equivalent to at least three months running costs. The free reserves (total reserves less fixed assets) on 31st March 2024 stand at £78,296 which is equivalent to running costs for two months. This is a reduction on the previous year. As with all charities in the current cost of living crisis, cashflow has been squeezed by increasing running costs and a reduction in available funding. Over the next financial year, the trustees aim to increase the free reserves and have plans in place to do this.

#### **TRUSTEES' REPORT**

#### STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Age UK Bury for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they 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 its 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 apply them consistently;
- observe the methods and principles in the Charities SORP;
- · make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 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 charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that can 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the trustees of the charity on 20 December 2024 and signed on its behalf by:

Mrs J Rees

Trustee

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF AGE UK BURY ('THE COMPANY')



I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

#### Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- 1. accounting records were not kept in respect of Age UK Bury as required by section 386 of the 2006 Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Peter Nicol BSc FCA

**ICAEW** 

Tower House 269 Walmersley Road Bury

Lancashire BL9 6NX

20th December 2024

AGE UK BURY

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2024

(INCLUDING INCOME AND EXPENDITURE ACCOUNT

AND STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES)

		Unrestricted funds	Restricted funds	Total 2024	Total 2023
	Note	£	£	£	£
Income and Endowments fro	om:				
Donations and legacies	3	120,421	223,684	344,105	432,013
Other trading activities	4	278,735	6,223	284,958	262,155
Investment income	5	10,351	-	10,351	3,612
Other income	6		9,984	9,984	6,720
Total Income		409,507	239,891	649,398	704,500
Expenditure on:					
Raising funds	7	(226,406)	(13,423)	(239,829)	(212,463)
Charitable activities	8	(267,944)	(312,534)	(580,478)	(458,745)
Total Expenditure		(494,350)	(325,957)	(820,307)	(671,208)
Net (expenditure)/income		(84,843)	(86,066)	(170,909)	33,292
Net movement in funds		(84,843)	(86,066)	(170,909)	33,292
Reconciliation of funds					
Total funds brought forward		406,123	154,128	560,251	526,959
Total funds carried forward	21	321,280	68,062	389,342	560,251

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2023 is shown in note 21.

#### **BALANCE SHEET**

#### **AS AT 31 MARCH 2024**

(REGISTRATION NUMBER: 07506866)

	•	2024	2023
•	Note	£	£
Fixed assets			
Tangible assets	15	246,614	256,542
Current assets			
Debtors	16	66,104	14,374
Cash at bank and in hand	17	167,186	331,632
		233,290	346,006
Creditors: Amounts falling due within one year	18	(90,562)	(42,297)
Net current assets	<u>.</u>	142,728	303,709
Net assets		389,342	560,251
Funds of the charity:			
Restricted income funds			
Restricted funds		68,062	154,128
Unrestricted income funds			
Unrestricted funds		321,280	406,123
Total funds	21	389,342	560,251

For the financial year ending 31 March 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

#### Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements on pages 15 to 31 were approved by the trustees, and authorised for issue on 20 December 2024 and signed on their behalf by:

Mys J Rees Trustee

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

#### 1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is: The Jubilee Centre Mosley Avenue Bury Lancashire BL9 6PQ

#### 2 Accounting policies

#### Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### Statement of compliance

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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

#### **Basis of preparation**

Age UK Bury meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

#### Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

#### **Income and endowments**

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the Charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

#### **Donations and legacies**

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

#### Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

#### Donated services and facilities

Gifts and intangible income is included at the cost of the donor, where this cost is not known precisely an estimate of the value of such gifts is included in donations.

Time given by volunteers is not included at a value.

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the appliable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

#### Charitable activities

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.

#### **Support costs**

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### **Governance costs**

These include the costs attributable to the Charity's compliance with constitutional and statutory requirements, including audit, strategic management and Trustee's meetings and reimbursed expenses.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

#### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### **Tangible fixed assets**

Individual fixed assets are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Freehold properties	4% straight line
Jubilee Centre equipment	2% straight line
Office equipment	20% straight line
Motor vehicles	25% straight line
Alterations to Landlord's property	10% straight line

#### **Debtors**

Debtors are amounts due for services performed in the ordinary course of business.

Debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of debtors is established when there is objective evidence that the Charity will not be able to collect all amounts due according to the original terms of the receivables.

#### Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

#### **Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

#### Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

#### **Financial instruments**

#### Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

#### Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

3 Income from donations and legacies			
	Unrestricted funds General £	Restricted funds £	Total funds £
Grants, including capital grants;	_	_	_
Grants receivable	59,927	190,641	250,568
Committed giving	60,494	33,043	93,537
Total for 2024	120,421	223,684	344,105
Total for 2023	96,177	335,836	432,013
4 Income from other trading activities			
	Unrestricted funds General £	Restricted funds £	Total funds £
Trading income;			
Shop income from sale of donated goods and services	136,111	<u>-</u>	136,111
Events income;			200,===
Food sales	142,624	6,099	148,723
Fundraising events	<u>-</u>	124	124
Total for 2024	278,735	6,223	284,958
Total for 2023	249,891	12,264	262,155
5 Investment income			
		Unrestricted funds General £	Total funds £
Interest receivable and similar income;			
Interest receivable on bank deposits		10,351	10,351
Total for 2024		10,351	10,351
Total for 2023		3,612	3,612

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

6	Other	income
v	Other	HILOHIE

	Restricted funds £	Total funds £
Rental income	9,984	9,984
Total for 2024	9,984	9,984
Total for 2023	6,720	6,720

#### 7 Expenditure on raising funds

#### a) Costs of trading activities

Inro	-4-:	-+-	4	 4.

	<b>440</b>				
	Designated £	General £	Restricted funds £	Total 2024 £	Total 2023 £
Costs of goods sold	-	70,892	13,391	84,283	74,479
Staff Costs	-	101,357	-	101,357	84,984
Legal fees	-	717	-	717	-
Depreciation, amortisation and other similar costs	959	-	-	959	1,978
Other direct costs of activities for generating					
funds	-	52,481	32	52,513	51,022
	959	225,447	13,423	239,829	212,463

#### 8 Expenditure on charitable activities

		Unrestrict	ed funds	Restricted	Total
	•	Designated General		funds	2024
	Note	£	£	£	£
Staff costs		-	191,679	268,564	460,243
Allocated support					
costs		7,926	63,472	43,869	115,267
Governance costs	9	<del></del>	4,867	101	4,968
		7,926	260,018	312,534	580,478

**AGE UK BURY** 

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

Staff costs	Not	fu Ge e	estricted unds eneral £ 148,829	Restricted funds £ 202,049	Total 2023 £ 350,878
Allocated support costs			66,169	36,794	102,963
Governance costs	9		4,877	27	4,904
			219,875	238,870	458,745
	Unrestrict Designated £	ed funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Advice	<b>-</b>	<b>-</b>	- 58,425	_	66,644
Friends Together	_	•	64,342	•	61,409
Jubilee and Dumers lane	7,926	270,018	189,767	•	330,692
	7,926	270,018	312,534	590,478	458,745

Included in the expenditure analysed above, there are governance costs of £4,968 (2023 - £4,904) which relate directly to charitable activities. See note 9 for further details.

#### 9 Analysis of governance and support costs

#### **Governance costs**

	Unrestricted		
	funds	Total	
	General	funds	funds
	£	£	£
Independent examiner fees			
Examination of the financial statements	3,480	-	3,480
Legal fees	1,387	101	1,488
Total for 2024	4,867	101	4,968
Total for 2023	4,877	27	4,904

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

Net (outgoing)/incoming resources for the year include:

	2024	2023
	£	£
Depreciation of fixed assets	959	1,978

#### 11 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

#### 12 Staff costs

The aggregate payroll costs were as follows:

	2024 £	2023 £
Staff costs during the year were:		
Wages and salaries	524,188	409,387
Social security costs	29,231	19,100
Pension costs	8,181	7,375
	561,600	435,862

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2024	2023
	No	No
Senior executive	1	1
Direct charitable work staff	26	26
Administrative staff	3	3
	30	30

No employee received emoluments of more than £60,000 during the year.

#### 13 Independent examiner's remuneration

·	2024 £	2023 £
Examination of the financial statements	3,480	3,325

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

#### 14 Taxation

The charity is a registered charity and is therefore exempt from taxation.

#### 15 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Motor vehicles £	Total £
Cost				
At 1 April 2023	480,513	117,086	36,614	634,213
At 31 March 2024	480,513	117,086	36,614	634,213
Depreciation			·	
At 1 April 2023	237,660	104,539	35,472	377,671
Charge for the year	5,907	2,879	1,142	9,928
At 31 March 2024	243,567	107,418	36,614	387,599
Net book value				
At 31 March 2024	236,946	9,668	<u>-</u>	246,614
At 31 March 2023	242,853	12,547	1,142	256,542
16 Debtors				
			2024 £	2023 £
Trade debtors			49,379	7,645
Prepayments			10,466	5,509
Other debtors			6,259	1,220
		=	66,104	14,374
17 Cash and cash equivalents				
·			2024	2023
			£	£
Cash on hand			6,829	7,825
Cash at bank		_	160,357	323,807
		_	167,186	331,632

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

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

	2024 £	2023 £
Trade creditors	18,983	7,658
Other taxation and social security	32,424	19,829
Accruals	39,155	14,810
	90,562	42,297

#### 19 Obligations under leases and hire purchase contracts

#### **Operating lease commitments**

Total future minimum lease payments under non-cancellable operating leases are as follows:

•	2024 £	2023 £
Land and buildings		
Within one year	15,675	15,675
Between one and five years		13,500
	15,675	29,175

#### 20 Pension and other schemes

#### **Defined contribution pension scheme**

The Charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the Charity to the scheme and amounted to £8,181 (2023 - £7,375).

There were no outstanding or prepaid contributions at either the beginning or end of the financial year.

## AGE UK BURY NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

	21	Fun	ds
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	Balance at 1 April 2023 £	Incoming resources	Resources expended £	Transfers £	Balance at 31 March 2024 £
Unrestricted					
General	149,581	409,506	(485,464)	4,673	78,296
Designated funds					
Fixed Asset Fund	256,542	<u>-</u>	(8,885)	(4,673)	242,984
Total unrestricted	406,123	409,506	(494,349)		321,280
Restricted					
Friends together	-	80,179	(72,852)	-	7,327
Information & Advice	2,821	60,991	(48,449)	-	15,363
Befriending	17,512	36,302	(30,672)	-	23,142
Handyperson	12,266	45,909	(45,109)	-	13,066
Health Improvement					
Fund	755	1,300	(1,018)	-	1,037
Keeping in Touch	-	454	(18,521)	-	(18,067)
Defibrillator	200	1,500	(1,602)	-	98
Dumers Lane	9,574	10,394	(8,879)	-	11,089
Age UK - cost of living	10,000	-	(10,000)	-	-
Age UK - winter voucher					
scheme	1,000	-	(500)	-	500
Home from Hospital	100,000	348	(88,355)	-	11,993
Building Fund		2,514			2,514
	154,128	239,891	(325,957)		68,062
Total funds	560,251	649,397	(820,306)		389,342

AGE UK BURY

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

	Balance at 1 April 2022 £	Incoming resources	Resources expended £	Transfers £	Balance at 31 March 2023 £
Unrestricted					
General	471,962	349,680	(417,402)	(254,659)	149,581
Designated	<u>-</u>		<u>.</u>	256,542	256,542
Total unrestricted	471,962	349,680	(417,402)	1,883	406,123
Restricted				•	
Friends together	-	79,380	(79,269)	(111)	-
Information & Advice	-	44,087	(41,266)	-	2,821
Befriending	43,014	6,202	(31,704)	-	17,512
Groundwork	910		(910)	-	-
Cancer pathway	470	-	(470)	-	-
Handyperson	3,376	61,690	(52,800)	-	12,266
Health Improvement					
Fund	4,495	-	(3,740)	-	755
Keeping in Touch	2,732	11,503	(17,124)	2,889	-
<b>Events with Funding</b>	-	-	(13)	13	-
Defibrillator	-	200	-	-	200
Dumers Lane	. <del>-</del>	20,758	(6,510)	(4,674)	9,574
Age UK - cost of living	_	10,000	-	-	10,000
Age UK - winter voucher					
scheme	-	1,000	-		1,000
Home from Hospital		120,000	(20,000)		100,000
	54,997	354,820	(253,806)	(1,883)	154,128
Total funds	526,959	704,500	(671,208)	_	560,251

The specific purposes for which the funds are to be applied are as follows:

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

#### **General Fund**

The free reserves after allowing for all designated funds.

#### **Designated Fixed Asset Fund**

This fund represents the net book value of fixed assets already held. Whilst the value of these assets is included within the total funds of the charity, they do not represent liquid/expendable amounts and should be segregated accordingly.

#### **Restricted Funds**

**Friends Together** - this service is supported by a grant from Bury Council. This funding is restricted.

**Information and Advice** - this service is supported by the Grace Rigby Trust, which is administered by Bury Council and Cost of Living Grants from Bury Council. This funding is restricted.

**Befriending** - this service is supported by the Grace Rigby Trust, which is administered by Bury Council. The Keeping in Touch telephone sercie was supported by Awards For All. Grants and fundraising for these services are restricted.

The Handy Person Service - this service is supported by the Grace Rigby Trust, which is administered by Bury Council. This funding is restricted.

**Health Improvement Fund** - is a project funded by Bury Council which aims to help people improve their physical and mental health. This funding is restricted.

**The Defibrillator Appeal** - this is an appeal to install a new defibrillator and case on the exterior of the Jubilee Centre. This funding is restricted.

**Dumers Lane** - this Centre is supported by the Peel Group Foundation Trust for the development of the Dumers Lane Centre. This funding is restricted.

Age UK Cost of Living Fund - this is a grant from our national partner, Age UK, to support the running of the Jubilee Centre in April 2023 - March 2024 to ensure its sustainability and development. This funding is restricted.

**Age UK Winter Voucher Scheme** - this is a one-off scheme to support older people with small payments for food. This funding is restricted.

Home from Hospital Service - this service was supported by the 10 GM Targeted Investment. Fund with £20,000 grant to set up a new service at Fairfield Hospital. Funding of £100,000 was received from Greater Manchester Integrated Care Partnership to run the srvice from April 2023 to March 2024. This funding is restricted.

We are very grateful to all our funders for their support to our work.

#### **Controlling entity**

The charity is controlled by the trustees who are all directors of the company.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

#### 22 Analysis of net assets between funds

	Unrestrict	ed funds	Restricted	Total funds at 31 March
	General	Designated	funds	2024
,	£	£	£	£
Tangible fixed assets	-	242,984	3,630	246,614
Current assets	168,858	-	64,432	233,290
Current liabilities	(90,562)			(90,562)
Total net assets	78,296	242,984	68,062	389,342
	Unrestrict	ed funds	Restricted	Total funds at 31 March
	General	Designated	funds	2023
	General £	Designated £	funds £	2023 £
Tangible fixed assets		<u> </u>		
Tangible fixed assets Current assets		£		£
•	<b>£</b>	£	£	<b>£</b> 256,542

#### 23 Related party transactions

There were no related party transactions in the year.