

Thame Senior Friendship Centre

(Registered Charity No. 1039978)

**Financial Accounts for
the Year ended 31st
March 2024**

Thame Senior Friendship Centre Trustees Report for the year ended 31st March 2023

Thame Senior Friendship Centre was formerly known as Thame & District Day Centre and was founded in 1986, originally sited within the Community Hub (Thame Cottage Hospital) in East Street Thame. Due to the changes in healthcare and the need to treat patients closer to home, Buckinghamshire Healthcare NHS Trust were under significant pressure to release extra clinic capacity. Therefore, the Board of Trustees took the decision to move to a new build, Thame Town Cricket Club in March 2019 with a license to occupy for the next 25 years. Thame Senior Friendship Centre, Town Council and Thame Town Cricket Club have collaborated to ensure the elderly community of Thame and surrounding villages have a service which suits the needs of its members in the 21st Century.

Aims of the Thame Senior Friendship Centre

The main aims of the Charity are:

- To provide a caring, sociable and flexible environment to meet the needs of the individual.
- Liaise and support family members/carers.
- Promote choice, dignity and independence, respecting the rights of our members families/carers.
- Work with all healthcare providers to provide support for our members.

Trustees and officers

The following served as Trustees during the year:

Alison Champken-Woods (Chair)
Nigel Champken-Woods (Vice-Chair)
Nichola Dixon
Laura Fellowes
Claudia Baker

Valerie Symonds (Secretary)
Janice Ingram
Ann Midwinter
Keith Tattersfield (Treasurer)

Ensuring our work delivers our aims.

We review our aims, objectives, and activities each year and independent living for our members is becoming more of a challenge through 2024 after the Covid -19 pandemic. Some of our members have experienced difficulty in seeing a GP and anecdotally we are being told that they receive telephone consultations with other healthcare professionals rather than a GP. Promised home visits have not taken place for those who have significant mobility issues and complex health conditions. We have witnessed an overall decline in the health of our members over the last financial year. We continue to support members across both the Thame Senior Friendship Centre and Dementia Café.

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Our services are constantly changing and adapting to our changing environment especially with families and carers dealing with dementia.

The focus of our work

Our main objectives for the year continued to be supporting the older community of Thame and surrounding villages. However, our strategies have had to change to accommodate those individuals with dementia as it appears referrals are increasing and we will be looking to increase this service going forward in 2024. We now have a service which allows those with early onset dementia who attend the Friendship Centre to transfer to the dementia café when the time comes.

During 2024 we continued to work with other local agencies including:

Oxfordshire County Council, The Rycote Practice, Town Council, Thame Cricket Club, League of Friends of Thame Hospital, Oxford Association of Care Providers, Oxford Community Foundation, Public Health England, Local businesses. Age UK dementia advisers, Oxfordshire Community & Voluntary Action (OCVA) OCVA Communities of Practice in South Oxfordshire, Buckinghamshire, Oxfordshire, and West Berkshire (BOB) VCSE Ageing Well Subgroup.

We are part of the BOB VCSE Ageing Well Subgroup and actively involved in workforce research within the voluntary sector and we remain a vital service for the local community. Due to the active part we play within the community and BOB VCSE we are looking longer term to work with the local health sector in the rotation of both student nurses/occupational therapists.

How our activities deliver public benefit

All our charitable activities focus on supporting the older community of Thame and surrounding villages and to identify the most effective way to support and further the charitable purposes for public benefit. The service which has seen the most increase in referrals is “Memories” the dementia café which has resulted in the service moving from Thame Barns to Thame Snooker Club

Who used and benefited from our services.

Thame is in the most rural part of South Oxfordshire on the border with Buckinghamshire and accommodates members from both counties. It is becoming apparent that our members are now coming from a wider catchment area and in view of the new Integrated Care System, this should see organisations/charities working closer together across

boundaries. It is envisaged cross boundary working should improve within the Integrated Care System, but progress is slow.

Thame Senior Friendship Centre provides the following:

- A friendly volunteer will collect/take members home.
- We now have our own minibus which has been part funded by South Oxfordshire District Council (SODC)
- New friendships are made, and old ones renewed.
- A variety of fun activities/relaxing hour
- A glass of sherry followed by a hot two-course lunch, catering for dietary needs.
- After lunch a combination of entertainment and speakers after lunch.

Over the last year we have received financial support from Oxfordshire Community and Voluntary Action Communities Fund to support the “Memories” dementia café and demand is certainly on the increase within our local area. It has become apparent that whilst there is a dementia centre in the north of the county in Banbury, it is an hour away by motorway. The community wants the service to be local which is confirmed by families and carers.

“Memories” Dementia Café provides:

- Family members a short respite period of 3 hours.
- Dementia Adviser attends every second week.
- Members have tea/coffee/biscuits.
- A variety of activities including painting, colouring, dominoes etc.
- Entertainment
- Exercises

The service we offer locally is different to other services in where members spend 3 hours with us to allow family members/carers to have some “me time” and do not have to worry about loved ones.

It has quickly become a service which is now part of the community in the centre of Thame with easy access and is supported by the Thame Snooker Club who are very community orientated in helping their local community.

A few comments from questionnaires about “Memories”

“Giving mum a place she’s happy and I know whilst she’s there she’s safe. Also good to meet other carers”.

“Regular communication, wonderful advice and planning. Social life is wonderful”.

“The chance for a break”.

“Perfect, the team are chatty, friendly and are aware of everybody’s individual needs. So eternally grateful for this service”.

“Could the service grow, a larger session or maybe more than one a week”.

Financial Review

Overall costs have increased significantly mainly due to the increase in rent and utilities but almost all costs have increased due to the “cost of living”. The membership fee has been increased this year and it expected that they will have to increase in the next financial year 2024/5 for both the Friendship Centre and Dementia Café.

We continue to operate at a loss which is less than the last financial year, but it cannot continue at this level so significant decisions will have to be taken in 2024/5 to ensure the sustainability of both the Friendship Centre and Dementia Café. Some difficult decisions will have to be taken with a new strategic document as to a way forward. We have actively engaged with some local companies, and it is hoped that we can encourage some younger trustees to take an active part in the Board of Trustees.

We have recruited a new Deputy Manager who whilst a retired nurse is still on the active register which will complement the current manager. They will help to ease the workload of the Manager and Chair of Trustees and will actively manage the Dementia Cafe. Having a qualified nurse is of great advantage as to monitor our members and link with health professionals in both primary and secondary care. We now work with social prescribers to ensure our services are delivered to those in need.

Principal Funding Sources

It is envisaged going forward, our charity will need to adapt and change to ensure sustainability and grant funding will be sought from various sources including the Oxfordshire Community Fund. Thame Town Council continues to allocate a grant of £10,000 to Thame Senior Friendship Centre. We are actively working to reduce our overall outgoings by changing providers, but we need to look at sponsorship and the engage with a younger generation via social media. It is essential to find a Trustee with fundraising and sustainability experience.

The Board of Trustees continue to identify funding streams for both capital and revenue and are aware of the significant publicised grant opportunities.

Planning for the Future

Going forward Thame Senior Friendship Centre needs to continue to engage within the local community and actively engage with the wider Oxfordshire Community.

The purchase of a minibus with the help of a grant from South Oxfordshire District Council has proven to be very successful and is in constant use and is now seen around the town every Wednesday and Friday. This has proven to be a great asset to the Centre but like many other services we need to recruit more volunteer drivers.

Certain services within Oxfordshire appear to have been centred around Banbury which is a significant distance from the members we aim to serve and are unable to travel that distance and need services locally.

TSFC continues to receive donations from the local community, and we have been one of the Town Mayors charities over the last 2 years and the donation will be facilitating afternoon entertainment for our members.

Structure

The Board of Trustees currently has 9 members who meet quarterly and are responsible for the strategic direction and policy of the charity. The 9 members are from a variety of professional backgrounds which are relevant to the work of the charity.

The day-to-day responsibility for the provision of the service lies with the Chair/Board of Trustees, the Manager has overall operational management of the Centre, the supervision of staff/volunteers ensuring good practice and the opportunity to develop new skills. The management structure has been enhanced significantly since the appointment of a deputy manager at the beginning of the year. It cannot be underestimated the significance a qualified nurse can make in providing a professional service within the local/wider community.

Governance

Thame Senior Friendship Centre is a small charity, and the key function is one of governance rather than management.

The constitution is the overarching document for the charity and over the next year apart from some difficult decisions, all information and documentation will need to be reviewed.

Recruitment & Appointment of Trustees

All members of the Board of Trustees are involved in the planning, decision making and monitoring work with some Trustees taking an active role in the day-to-day work of the Centre. They give their time voluntarily and receive no benefits from the charity. There is good representation of the traditional business skills and healthcare skills in an effort to maintain a broad mix. To ensure this, applications can be made online via the website to become a trustee, however, the Young Trustee Programme at the Oxford has ceased which has in the past proven very beneficial for TSFC. The local community can put forward a potential Trustee.

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Trustee Induction and Training

Trustees initially have 1:1's with the chair of Trustees and can shadow them/any other Trustee if required. Information on becoming a Trustee is provided along with the constitution, strategic and sustainability plan, and accounts.

Risk Management/Policies

Risk Assessments and policies will require review and updating because of the continuing variants of Covid-19 and to reflect the necessary requirements for any future pandemics.

Volunteers/Staff/Community

2023/4 has continued to be a difficult year for our members, volunteers and staff. Our members mobility continues to be adversely affected due to the restrictions and many members continue to struggle. Whilst we have some new members, many continue to experience a deterioration in their overall health and having to go into care facilities, especially those with dementia.

I would like to thank the Board of Trustees, Thame Town Council, Cricket Club, Thame Snooker Club, Oxfordshire Association of Care Providers, Oxford Community Foundation, Communities Fund, South Oxfordshire District Council, BOB VCSE Ageing well subgroup and local businesses for all their support which has supported Thame Senior Friendship Centre and the dementia cafe. This combined with the financial support from donations and grants has meant that services have continued despite the difficulty in the cost of living. The last couple of years have been a significant challenge and we have witnessed an operating deficit again this financial year, although it was less than the previous financial year.

Finally, the Board of Trustees would also like to thank the Manager, Deputy Manager, staff and volunteers for their continued support as without them TSFC and especially the new service "Memories" the dementia café could not continue. Everyone has ensured our members have continued to be supported during some difficult times. The community of Thame continues to also play a significant part in both services so thank you Thame.

Independent Examiner's Report

To the Trustees of Thame Senior Friendship
Centre

I report to the trustees on my examination of the accounts of Thame Senior Friendship Centre 'The Trust' for the year ended 31st March 2024 that are set out on pages 9 to 11.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of accounts in accordance with the requirements of the Charities Act 2011 ["The Act"].

I report in respect of my examination of the Thame Senior Friendship accounts carried out under section 145 of the 2011 Act in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145(5){b}.

Basis of examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

I have completed my examination. I can confirm that no material matters have come to my attention in accordance with the examination giving me cause to believe that any material respect;

1. Accounting records were not kept in respect of the Trust required by section 130 of the Act; or
2. The accounts do not accord with those records.

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 to enable a proper understanding of the accounts to be reached.

Keith Green FCA
Reporting Accountant

18/09/2024

Thame Senior Friendship
Centre
(Registered Charity
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**Statement of Financial
Activities
for the year ended 31
March 2024**

	Note	<u>Total Funds 2024</u> £	<u>Total Funds 2023</u> £
<u>Incoming Resources</u>			
Subscriptions		30,934	26,470
Grants		10,000	23,000
Donations		25,425	7,671
Income from Investments		1,030	211
Total Incoming Resources	3	67,389	57,352
<u>Resources Used</u>			
Activities of the Charity		50,223	48,103
Administration Expenses		40,247	41,699
Total Resources Used	4	90,470	89,802
Net (outgoing resources)		(23,081)	(32,450)
Balance brought forward at 1 April 2024		121,735	154,185
Balances carried forward at 31 March 2024		£98,654	£121,735

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Balance Sheet
as at 31st March 2024

	<u>2024</u> £	<u>2023</u> £
Minibus	5,942	7,922
Bank Deposit Account	86,368	113,813
Current Account	9,942	0
	<hr/> 102,252	<hr/> 121,735
Current liabilities	3,598	0
	<hr/> 105,850	<hr/> 121,735
 <u>Funds</u>		
Unrestricted Funds	98,654	121,735
	<hr/> £98,654	<hr/> £121,735

The accounts were approved on [30th March] 2024

Keith Tattersfield FCA
Treasurer

Thame Senior Friendship Centre
(Registered Charity Number: 1039978)
for the year ended 31 March 2024

Notes to the Financial Accounts

1 Constitution

The Constitution of the Charity was adopted on 28 April 1994 and registered with The Charities Commission on 5th August 1994 as Thame & District Day Centre.

The constitution was amended & name change adopted on 9 January 2020. The change of name to Thame Senior Friendship Centre was registered with the Charities Commission on 2nd June 2020

2 Accounting Policies

The accounts have been prepared on an accruals basis.

3 Incoming Resources

	<u>2024</u>	<u>2023</u>
	£	£
Subscriptions	30,934	26,470
Grant - Oxfordshire County Council		13,000
Grant - Thame Town Council	10,000	10,000
Government Coronavirus Fund/DWP "Kickstart"		
Donations	25,425	7,671
Bank interest	1,030	211
Total incoming resources	£67,389	£57,352

4 Resources Used

	<u>2024</u>	<u>2023</u>
	£	£
Salaries	40,247	41,699
Rent and food	27,492	26,655
Transport	4,916	7,529
Entertainment	4,050	3,100
Stationery	280	620
Sundries	103	1,318
Covid (Infection Control)		
Depreciation	1,980	2,608
Insurance	3,254	1,876
Utilities	7,586	3,835
Professional Fees	562	562
Total resources used	£90,470	£89,802

DECLARATION

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature: 

Full Name: Alison Champken-Woods

Position: Chair of Trustees

Date: 26th September 2024