

Registered Charity No. 292359

TRUSTEES' ANNUAL REPORT

For the period from
1 JANUARY to 31 DECEMBER 2023



We are a registered charity and have been providing services and activities, for the community in Pulborough and the surrounding villages since 1966

Chairman: John Dixon 01798 872667

www.pdcca.org.uk

Chairman's Annual Report

This has been a remarkable year for the PDCCA in its development and in its involvement in the community in Pulborough and West Chiltington and nearby villages. People have been contributing widely to the organisation as well as to their own schemes.

As described elsewhere, a new scheme, Pulborough Pop-in, was started last year, and became a much valued resource for young mums and their babies; it is named in honour of our late President and led by Isla Moran.

The Pulborough Befriends, with its focus on the other end of the age spectrum, has developed strongly and is now taking on more people to support thanks to Lynn Richards.

The Lunch Club and the Community Transport Schemes have both supported more people this year; Pippa Reid has taken over the Lunch Club from Louise Kaiser who has move to become our Hon Sec, and Christine Lindsay is arranging even more transport journeys with her group of volunteer drivers. She also now chairs the Pulborough Voluntary Forum, which is proving a valuable network of links between Pulborough organisations working in our community.

We have been successful is recruiting a new Treasurer, Roland Brooks, who has updated our financial side. We have a Committee Member with links to Tescos, Karen Brooks, and one who is Senior Social Prescriber in the Pulborough Medical Centre, Freddie Jones, who helps ensure our work with individuals responds to particular needs.

This year we launched a new website, updated and created a suite of necessary policies, along with remaking our branding. Isla, Lynn and Louise have been the ones behind this.

We have also done a great deal of fundraising between us, but it will be clear from Roland's report that there is also much more to do!

We have lots of plans for the year ahead and hope it will be as productive as 2023 and in meeting the needs of people in our area!

John Dixon, Chair

Trustees Annual Report

Charity's principal address: Alderbury, Church Hill, Pulborough, RH20 1AB

Trustees who served during the period:

| Trustee name | Office (if any) | Period served as Trustee |
|----------------|-----------------|-----------------------------|
| John Dixon OBE | Chair | Whole year |
| Louise Kaiser | Secretary | Appointed 21 September 2023 |
| Edna Henly | | Whole year |
| Karen Brooks | | Appointed 22 May 2023 |
| Isla Moran | | Appointed 21 September 2023 |
| Mike Clenshaw | | Resigned 9 January 2024 |

Structure, governance and management

- **Type of governing document:** The Association is governed by its Constitution which was adopted on 22 July 1985 and amended on 7 October 1991, 31 March 2003, 13 March 2013 and latterly on 23 March 2015. The Association is unincorporated.
- **Trustee selection methods:** Trustees are elected by the Committee. Trustees hold office for life or until discharged at their own request or by the Committee by resolution.

Objectives and activities

Our objects are:

- To promote the benefit of the elderly inhabitants of the area of benefit in any manner which is now or hereafter may be deemed to be charitable in law, and
- To relieve persons resident in the area of benefit who are in conditions of need, hardship or distress and to coordinate similar work undertaken in the said area by other voluntary organisations.

In planning our activities for the year we have complied with the Charity Commission's guidance on public benefit.

Our principal activities in Pulborough and the surrounding villages comprised the provision of a Befriending service, Community transport, a Lunch club, and a Pop-in. Further information is provided below. More detailed information regarding our services is available on request.

Our achievements and performance

Pulborough Befriends: Our befriending service matches Volunteer Friends with adults who live in the Pulborough area who are chronically lonely or socially isolated.. Most referrals come to us via social prescribers at local GP surgeries.. We have seen a significant increase in demand for our services during the year. Going forward we are planning to increase our capacity to visit more people and offer small group befriending events (which are designed to support people to take the important first step of going out of the house).

Community transport: there was a significant increase during the year in the provision of transport to medical appointments for local people who have difficulty in accessing public or personal transport. The purpose-designed wheelchair assisted vehicle 'Blue Angel' owned by the Charity continues to be used on a regular basis. Local authorities including West Sussex County Council (Forum for Accessible Transport), parish councils and others provide funding.

Lunch club: this club, providing weekly socials and lunch to older residents has continued to operate throughout the year. Tesco Pulborough provides many of the lunch groceries and provides some of the volunteer assistance.

Pop-in: the Pulborough Pop-in was an initiative from our late President and Co-founder Jean Seagrim, and we are delighted that one of her sons John Seagrim has been assisting with the room hire costs. The weekly Pop-in meetings formally commenced during the year.

We are very grateful for the grants and donations received from the National Lottery Community Fund, local councils, local organisations, and from individuals, but also for the many hours which volunteers contribute. Without such contributions we would not be able to continue all our existing activities.

Financial Review

Our cash at the bank as at 31 December 2023 totalled £36,000 including £8,000 in restricted funds.

The main financial risk to the Charity is a reduction in future grants and donations.

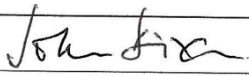
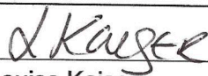
Funds are held to cover operational costs in the event of a loss of income and to meet any additional expenditure which may occur whether from current or planned expansion of services.

The Charity reported a deficit of £6,000 during the year. No funds are in deficit on a cumulative basis.

Declaration

The Trustees declare that they have approved the Trustees' Annual Report above.

Signed on behalf of the Charity's trustees

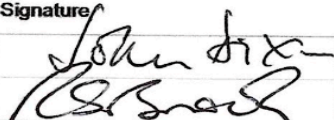

| | | |
|------------------|---|--|
| Signature |  |  |
| Full name | John Dixon OBE | Louise Kaiser |
| Position | Chair | Secretary |
| Date | 3 April 2024 | 3 April 2024 |

For the year ended 31 December 2023

Section A Receipts and payments

| | Unrestricted funds £ | Restricted funds £ | Total funds £ | Prior year 2022 £ |
|--|----------------------------|--------------------------|------------------|----------------------|
| A1 Receipts | | | | |
| Grants | | | | |
| Horsham D C | 1,250 | - | 1,250 | - |
| Pulborough P C | 2,172 | - | 2,172 | - |
| West Chillington P C | - | - | - | 750 |
| West Sussex County Council (Forum for Assessible Transport) | 2,000 | - | 2,000 | 2,000 |
| J Sainsbury | - | - | - | 500 |
| The National Lottery Community Fund | - | 7,982 | 7,982 | 4,000 |
| Donations/legacies | 2,947 | - | 2,947 | 2,284 |
| Fares | 1,255 | - | 1,255 | 1,280 |
| Horsham Lottery | 171 | - | 171 | 203 |
| Lunches | 4,170 | - | 4,170 | 4,625 |
| Other receipts | 675 | - | 675 | 75 |
| Interest | 253 | - | 253 | 9 |
| Sub total | 14,894 | 7,982 | 22,876 | 15,726 |
| A2 Asset and investment sales | - | - | - | - |
| Total receipts | 14,894 | 7,982 | 22,876 | 15,726 |
| A3 Payments | | | | |
| Befriending | 6,327 | - | 6,327 | 3,123 |
| Lunch club | 9,048 | - | 9,048 | 10,054 |
| Pop-in | 648 | - | 648 | - |
| Transport | 10,286 | - | 10,286 | 11,354 |
| General | 2,892 | - | 2,892 | 4,539 |
| Sub total | 29,200 | - | 29,200 | 29,070 |
| A4 Asset and investment purchases | - | - | - | - |
| Total payments | 29,200 | - | 29,200 | 29,070 |
| Net of receipts/(payments) | (14,307) | 7,982 | (6,325) | (13,343) |
| A5 Transfers between funds | - | - | - | - |
| A6 Cash funds last year end | 42,817 | - | 42,817 | 56,160 |
| Cash funds this year end | 28,510 | 7,982 | 36,492 | 42,817 |

Section B Statement of assets and liabilities at the end of the period

| | Unrestricted funds £ | Restricted funds £ | Total funds £ |
|---|---|----------------------------|---------------------|
| B1 Cash funds - Bank | 28,510 | 7,982 | 36,492 |
| B2 Other monetary assets | Amounts receivable | | - |
| B3 Investment assets | NA | | - |
| B4 Assets retained for the charity's own use | NA | | 36,492 |
| B5 Liabilities | Amounts payable | | 1,232 |
| Signed for and on behalf of the trustees | | | |
| | Signature | Print Name | Date of approval |
| |  | John Dixon OBE, Chair | 3 April 2024 |
| |  | Roland Brook, Treasurer | 3 April 2024 |

Section A Independent Examiner's Report

| | | | |
|---------------------------------------|---|-------------------|--------|
| Report to the trustees | PULBOROUGH AND DISTRICT COMMUNITY CARE ASSOCIATION | | |
| On accounts for the year ended | 31 DECEMBER 2023 | Charity no | 292359 |
| | Set out on page <i>Attached</i> | | |

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2023.

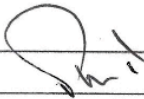
Responsibilities and basis of report As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed:  **Date:** *3 April 2024*

Name: Peter Lloyd

Address: Highfield, 20 Haglands Copse, West Chiltington, Pulborough. RH20 2QW.