

# **Thame Senior Friendship Centre**

**(Registered Charity No. 1039978)**

## **Financial Accounts for the Year ended 31<sup>st</sup> March 2025**

## **Thame Senior Friendship Centre Trustees Report for the year ended 31st March 2025**

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)
- Valerie Symonds (Secretary)
- Keith Tattersfield (Treasurer) (resigned Sept 2024)
- Lynette Bretherton (joined July 2024 as Treasurer)
- Nichola Dixon
- Ann Millar (joined Feb 2025)
- Bernice Chapman-Carswell (joined July 2024)
- Natasha Butler (joined July 2024)
- Janice Ingram (resigned Feb 2025)
- Ann Midwinter
- Claudia Baker (resigned Sept 2024)

### **Ensuring our work delivers our aims**

We review our aims, objectives, and activities each year. We have witnessed an overall decline in the health of our members and a greater need for dementia support over the last financial year. We continue to support members across both Thame Senior Friendship Centre and the Memories (Dementia) Café. Our services are constantly 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 referrals continue to increase. From January 2024, a second session each week at the Memories Café has commenced allowing members and their carers to attend together, establishing a network of support which has been so positive and we look to develop this further. Understanding and developing our offering to accommodate those needs has meant the development of a Strategic Plan following the effective recruitment of several new trustees throughout the year.

During 2024 and to date in 2025, we continued to work with other local agencies including:

Oxfordshire County Council, The Rycote Practice, Thame Town Council, Thame Cricket Club, League of Friends of Thame Hospital, Oxfordshire Association of Care Providers, Oxford Community Foundation, Public Health England, Local businesses etc...

We are part of the BOB (Buckinghamshire, Oxfordshire & Berkshire West) VCSE Ageing Well Subgroup and actively involved in workforce research within the voluntary sector and we remain a vital service for the local community.

### **How our activities deliver public benefit**

All our charitable activities focus on supporting the older community of Thame who may otherwise be isolated, allowing them social interaction, building new relationships etc, and in doing so, improving their mental health, sharing experiences, giving them a space where they are listened to and cared for. We continue to actively work to identify the most effective way to support and further the charitable purposes for public benefit.

### **Who used and benefitted from our services**

Thame is in the most rural part of South Oxfordshire on the border with Buckinghamshire and accommodates members from both counties. Members are now coming from a wider catchment area than has previously been the case. The

Memories Café is used by people with a dementia diagnosis, or who are waiting for a dementia diagnosis, and their carers. With the unique offering we now have with the Memories Café, we are also seeing members travel to attend. The Friendship Centre is used by older people, mostly over 75 who are isolated due to mobility or other health issues, loss of spouse, living a long way from family, moved to the area recently to be near family but without a network of friends.

Thame Senior Friendship Centre provides the following:

- A friendly volunteer will collect/take members home.
- The opportunity to make new friendships and renew old ones.
- A variety of fun activities/relaxing social time.
- A glass of sherry followed by a hot two-course lunch, catering for dietary needs.
- A combination of entertainment and speakers after lunch.

The Thame Senior Friendship Centre continues to receive funding from Thame Town Council annually and growth continues to be a focus within the Strategic Plan.

Memories (Dementia) Café provides:

- An offering once a week where family members get a short respite period of 3 hours
- An offering once a week where family members attend with the member to socialise and enjoy time with their loved ones in a supported environment.
- Provision of tea/coffee/biscuits
- A variety of activities including painting, colouring, dominoes etc.
- Entertainment & Exercises on a timetabled basis

The service we offer locally has quickly become part of the community in the centre of Thame and continues to see growth.

### **Financial Review**

Overall, the financial position remains relatively unchanged from the previous year, a significant operating loss. However, due to some difficult decision making and work on the part of the trustees, there are some clear improvements and reason for optimism for the future.

The Deputy Manager who was recruited in the previous year has now become the Manager of the Memories Café meaning we have retained those skills and areas of experience but spread the cost of salaries over a greater provision. We have seen reductions in food costs due to good resourcing and stock management. Rent and Utilities have increased, however new terms have been negotiated to allow for stability for 2 years regarding the rent. The Utilities bills will be reducing due to the completion of a payment schedule which was in place to pay for previously undercharged water bills.

Transport is the biggest cost change. It became apparent that the Minibus owned by the Centre was sadly not the best option going forward. Difficulties in recruiting

drivers of a vehicle so large, alongside ongoing maintenance and insurance costs meant the decision was made to sell this asset and re-evaluate the provision going forward. The sale of the asset makes up the majority of the reduction in deficit to loss in this financial year.

### **Principal Funding Sources**

We continue the work identified in the 2023/24 report, adapting and changing to ensure sustainability, identifying opportunities and engaging with as much of the community as we can to promote our work. Thame Town Council continues to allocate a grant of £10,000 to Thame Senior Friendship Centre. Over the last year, we have received financial support from Oxfordshire Community and Voluntary Action Communities Fund to support the addition of the second day after a need was clearly identified within the local area.

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

### **Planning for the Future**

Successful recruitment of younger trustees, identified as a need in the previous year is bringing a new dynamic to the Trustee Board and the development of the Strategic Plan gives clear direction for the future.

Going forward, the charity needs to continue to engage within the local community and actively engage with the wider Oxfordshire Community.

Both TSFC and Memories Café continue to receive donations from the local community and the recruitment of some younger trustees and volunteers is allowing for greater fundraising opportunities to be considered. It has been identified that 2026 will be the 40<sup>th</sup> year of the charity and a significant fundraising drive is planned to celebrate.

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

### **Structure**

At the end of the 2024/25 year, the Board of Trustees had 9 members who meet quarterly and are responsible for the strategic direction and policy of the charity, There have been several resignations and recruits within this year altering the dynamic and giving a new focus for the future. 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 two Managers (one now solely focused on TSFC and the other on the Memories Café), have overall operational management of their service respectively, the supervision of staff/volunteers ensuring good practice and the opportunity to develop new skills. The management structure continues to be benefitted by the inclusion of a registered nurse and several volunteers from a nursing background.

### **Governance**

The constitution is the overarching document for the charity. All other information and documentation is undergoing continuing review as part of the Strategic Plan and to ensure all newer trustees have a comprehensive understanding of what is in place and requiring further consideration.

### **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 Centres. 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. A successful recruitment drive has taken place during this year as identified as a need, allowing for the resignation of others who for varying reasons seek to step away.

### **Trustee Induction & Training**

Trustees initially have 1:1's with a member of the Board and then attend a Trustee Meeting to seek approval from the Board as a whole. Information on becoming a trustee is provided along with the constitution, strategic and sustainability plan, and accounts.

### **Risk Management/Policies**

Risk Assessments and policies of the Charity continue to be under review to ensure they reflect the necessary requirements of the services they provide.

### **Volunteers/Staff/Community**

2024/25 has been a difficult year for our members, volunteers and staff. Members mobility and the aging demographic trend of those using the services provided is changing. Many are coming to the service at a later time in life and are then with us for a shorter period of time than has been previously seen, as overall health deteriorates and greater provision is required. However, the time that members are with us is rewarding for all and should not be underestimated.

The last couple of years have been a challenge and the operating deficit clearly shows that. However, plans for 2025/26 and beyond gives clear reason for optimism.

With strong retention of volunteers and a gradual stream of new recruits, alongside the wonderful staff, all involved have ensured our members have continued to be supported when most needed. The Board of Trustees would like to thank them all. The community of Thame continues to play a major role in what can be provided for the members of both services and we are thankful to it as a whole.





Thame Senior Friendship Centre  
(Registered Charity Number: 1039978)

**Statement of Financial Activities for the year ended 31 March 2025**

	Note	<u>Total Funds</u> 2025 £	<u>Total Funds</u> 2024 £
<b><u>Incoming Resources</u></b>			
Subscriptions		33,375	30,934
Grants		16,165	10,000
Donations		10,754	25,425
Income from Investments		880	1,030
<b>Total Incoming Resources</b>	<b>3</b>	<b>61,174</b>	<b>67,389</b>
<b><u>Resources Used</u></b>			
Activities of the Charity		46,095	50,223
Administration Expenses		36,828	40,247
<b>Total Resources Used</b>	<b>4</b>	<b>82,923</b>	<b>90,470</b>
<b>Profit on Sale of Asset</b>	<b>5</b>	<b>3,545</b>	<b>-</b>
<b>Net (Outgoing resources)</b>		<b>- 18,204</b>	<b>- 23,081</b>
Balance brought forward at 1 April 2024		98,654	121,735
<b>Balances carried forward at 31 March 2025</b>		<b>80,450</b>	<b>98,654</b>

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**Balance Sheet as at 31 March 2025**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Minibus	0	5942
Bank Deposit Account	6627	86368
Current Account	72248	9942
Cash	1575	
	<hr/> 80450	<hr/> 102252
Current Liabilities	0	3598
	<hr/> 80450	<hr/> 98654
 <b><u>Funds</u></b>		
Unrestricted Funds	<hr/> 80450	<hr/> 98654

The accounts were approved on 31 March 2025

Lynette Bretherton  
Treasurer

Thame Senior Friendship Centre  
(Registered Charity Number: 1039978)  
For the year ended 31 March 2025

### 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 5<sup>th</sup> 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 2 June 2020.

#### 2 Accounting Policies

The accounts have been prepared on a cash basis.

#### 3 Incoming Resources

	<b>2025</b>	<b>2024</b>
	£	£
Subscriptions	33375	30934
Grants	16165	10000
Donations	10754	25425
Bank Interest	880	1030
<b>Total Incoming Resources</b>	<u>61174</u>	<u>67389</u>

#### 4 Resources Used

	<b>2025</b>	<b>2024</b>
	£	£
Salaries	36,828	40,247
Food	11,053	14,992
Transport	2,712	4,916
Entertaining	4,979	4,050
Stationary	1,057	280
Sundries	1,636	103
<b>Rent</b>	14,200	12,500
Depreciation		1,980
Insurance	909	3,254
Professional Fees	726	562
Utilities etc	7,852	7,586
Bank Charges	-	222
IT	262	
Training	318	
Advertising	612	

Total resources used

82,923

90,470

## DECLARATION

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

Signed on behalf of the charity's trustees

Signature:

Full Name: Lynette Bretherton

Position: Treasurer

Date: