



Bristol Older People's Forum CIO

Charitable Incorporated Organisation

Charity number: 1162616

Annual Report & Accounts

1 April 2022 to 31 March 2023

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1 April 2022 to 31 March 2023

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Reference and administrative details

Charity name: Bristol Older People's Forum CIO

Registered charity number: 1162616

Registered office and operational address:

c/o Age UK Bristol, Canningford House, Ground Floor, 38 Victoria Street, Bristol, BS1 6BY

Charity Trustees

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

Christina Mary Stokes, Chair

Trish Mensah, Deputy Chair

Judith Irene Brown, BOPF Ambassador

David Elson

Pat Foster (appointed 22 September 2022)

Joanne Goldsworthy Hesketh (appointed 20 October 2022)

Taramati Mistry

Gloria Morris

Lyn Mitchell Porter

Ismail Yilmaz (appointed 27 April 2023)

Trustees resigned since 31 March 2022

Ian McDowell Bickerton (resigned 22 September 2022)

Sarwat Manzur (resigned 22 September 2022)

Bankers

Unity Trust Bank, Nine Brindleyplace, Birmingham, B1 2HB

Triodos, Deanery Road, Bristol, BS1 5AS

Independent Examiner

Rupert Taylor

Staff

Yolanda Pot, BOPF Finance & Administration Manager

Ian Patrick Quaife, BOPF Development & Engagement Manager

Susanna Mackenzie, BOPF Project Worker

Report of the Trustees for the period 1 April 2022 to 31 March 2023

The Trustees present its Annual Report and Independent Examiner's Report for the period 1 April 2022 to 31 March 2023.

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 Standards applicable in the UK and the Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)).

Objectives and activities

The objects of Bristol Older People's Forum CIO are:

- 1) To promote social inclusion for the public benefit by working with those in the City of Bristol who are socially and economically excluded on the grounds of their age, relieving the needs of such people and supporting their participation in society.
- 2) The relief of poverty and sickness and the preservation and protection of good physical or mental health amongst persons who are in need as a result of their age in the City of Bristol.

In furtherance of these objects, the Trustees shall:

- a. Increase, co-ordinate and provide information about opportunities for older members of all of Bristol's communities.
- b. Give older people a voice and facilitate their engagement with service providers, so as to influence the quality and relevance of local services and provisions and so better meet the needs of people over 55.
- c. Research or participate in research into the causes and effects of social exclusion of older people in the city.
- d. Promote activities that support the health and well-being of older people in Bristol.

Public Benefit

The Trustees have had regard to the Charity Commission's guidance on public benefit and endeavour to implement them in all the charity's work. The main activities undertaken to further the charity's objects for the public benefit are detailed in the following pages.

Achievements and performance

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1. BOPF PROJECTS

Introduction

2023 has been another exciting year, with new challenges emerging, particularly around the cost-of-living crisis, bus cuts, closures to accessible public toilets, and more recently, the lack of NHS dentists available in local areas.

We are now in our second year of a four-year funding cycle from Bristol City Council (The Bristol Impact Fund 2 – BIF2) and we continue with our core services, topped up with projects, funded through other sources.

1.1. BCC Bristol Impact Fund 2

1.1.1. BOPF Open Forum Meetings

Post-Covid our Open Forum meetings (bi-monthly) are now back to in-person, with the hybrid option of also joining on-line. We have moved from the Broadmead Baptist Church to the Triodos Foundation venue, near Bristol city centre. Attendance numbers are increasing and almost back to pre-Covid levels. The forum is a chance for members to have a say on issues, as well as opportunity for detailed discussion.

SPEAKERS at our Open Forum Meetings and AGM

- 1) **BOPF Open Forum 1**, 12 May 2022, Zoom Registration: 42
 - **Bristol Women's Voice, *Disabled Women Take Action Project***,
Helen Ince, Community Organiser, www.bristolwomensvoice.org.uk
 - **Mobility Research using GPS in the community, University of Bristol**
Michael O'Breasail, Senior Research Associate
 - **BOPF Project Work Update Report**, Ian Quaife, BOPF Development Manager
- 2) **BOPF Open Forum 2**, 14 July 2022, Zoom Registration: 42
 - **Age UK Bristol Services, Kay Libby, CEO, *Guide to Later Life Bristol 2022 Age Friendly Strategy and Plan***, Bianca Rossetti, Age UK Bristol Project Manager
 - **Bristol Disability Equality Forum, *BDEF Climate Action Projects***
Emma Geen, Community Climate Action Coordinator,
www.bristoldef.org.uk/community-climate-action
 - **BCC Community Resilience Fund and BOPF Project Work Update**
Ian Quaife, BOPF Development Manager
- 3) **BOPF AGM & Open Forum 3**, 22 September 2022, Zoom Registration: 51
 - **Cllr Donald Alexander**, Cabinet Member for Transport and Co-Chair of Bristol One-City Transport Board ***Overview of Bristol Transport***
 - **National Lottery Community Fund**
Lorna Henry, Funding Officer for Bristol South West Funding Team
 - **Election of BOPF Trustees**
- 4) **BOPF Open Forum 4**, 24 November 2022, Zoom Registration: 40
 - **Dan Norris, Mayor of West of England Combined Authority (WECA)**
The Role of the Metro Mayor & Transport funding and planning
 - **Live Longer Better - Ageing Well, *Wesport inspire active lives through physical activity and sport***. Saliha Ahmed, Ageing Well Senior Project Manager, Wesport,
www.wesport.org.uk
- 5) **BOPF Open Forum 5**, 23 February 2023, Zoom Registration: 41
 - ***Researching into Health Conditions as we Age – How you can get involved***
Julie Clayton PhD, Bristol University, Patient/Public Involvement and Engagement Coordinator
 - **BOPF New Projects for 2023, including Cost of Living**, Ian Quaife, BOPF Development

Manager

- **Celebrating Age Festival - *Have your say on CAF Theme and Events***

Jennifer DeKalb-Poyer, Age UK Bristol Fundraising and Communications Manager

1.1.2. BOPF Challenging Ageism Workshops

The workshops are a key part of our drive to build an age-friendly city. The sessions continue to be well attended with a mix of older people and professionals (who work with older people). The focus remains on exploring ageism, ageist stereotypes and age discrimination.

1.1.3. BOPF Meetup Mornings/Vinyl record Club

The monthly meetings alternate between discussion on a particular issue and our new Vinyl Record Club, which has attracted more older men – a group less likely to participate in activities and services. The record club is a chance to talk about your favourite record and the story behind it - a real 'feel-good' project.

1.1.4. BOPF Digital Inclusion Project workshops

We are looking to reconfigure this service, as our Health Watch and Brunel Care partners were recently made redundant. On-line exclusion continues to be an issue for many older people, so we will be looking to work with new partners and offering more computer workshops.

1.1.5. BOPF & BCC Newsletter

Working in partnership with Bristol City Council, we have recently agreed a further two issues of the newsletter. The focus will be on the cost-of-living information and support. It will continue to be available as either a hard-copy posted out to members and on-line.

1.1.6. The BOPF Advisory Group

The BOPF Advisory Group has developed in a number of ways. As well as trustees representing BOPF on the Transport and Homes & Communities Board of the One-City Plan (strategy for the city until 2050) we continue to advise on a number of areas of consultation. These have included the One City Plan update, the Rent Commission report on rent caps, Home Choice (mechanism for allocation council/housing association properties), Health Care/Social & Adult Care, and the Temple Quarter regeneration scheme. We are also leading new work on accessible toilet facilities, dentist closures, the bus cuts and age-friendly housing - with policy papers on each.

1.1.7. Other Representation

Our staff team and trustees sit on a number of representative and advisory bodies to highlight issues affecting older people (often forgotten by decision makers) and pushing for policy changes.

Our development manager chairs the monthly Council's Adult & Social Care Equalities Group, a mechanism for the voluntary sector to act as a 'critical friend' to the local authority.

1.1.8. BOPF Membership

Post-Covid, our staff team and trustees have been out and about at meetings and visiting groups, encouraging new membership. It is important that we increase our numbers (currently around 2,700) and that we reflect the diversity of our city in terms of age range, sexuality, gender, disability, ethnic background and class.

1.2. BCC Community Resilience Fund

Local authority funding to support four voluntary sector organisations (working with older people) in applying for substantial capital grant funding. We advised the Bangladesh Association and the Somali Elders Group in developing detailed bids. We also supported Brunel Care and Age UK Bristol on their funding applications.

1.3. Cost of Living Project

The Cost-of-Living project is funded by the Bristol City Council via Quartet for the period October 2022 to February 2024. In February 2023 we recruited a BOPF Project Worker Suzi Mackenzie, who is working part-time on a number of cost-of-living projects. This has a focus on supporting older people from signposting information to highlighting the concerns and issues around the steep rise in food, energy and mortgage/rent costs. We recently completed a BOPF cost-of-living survey (available on our website or in hard copy) and have developed a panel of BOPF members to address some of the cost-of-living issues, raised by members.

1.4. Platform60 Project

Working with Newcastle elders, Devon WASPI Women (campaigning for state pension justice) and others, we are in the process of developing a new website, which has a focus on older people, activism and raising issues that affect people in later life.

1.5. BOPF Consultations

We worked on the **Connecting through Culture** project in partnership with the University of Bristol and the Watershed. This focussed on language and the words used to reflect the lives, identity, sexuality and struggles of LGBTQ+ Elders.

Bristol Harbour Festival 2022 was an arts-based project to develop a more diverse involvement and attendance at the harbourside festival. Funding available to develop a further art-based project with older people. BOPF recruited a group of older people to participate in the project and advised on workshop development and delivery.

Healthwatch Dignity in Hospital Project (consultation) - Working with Healthwatch Bristol, BOPF recruited an on-line discussion group of older people to participate in research looking at inpatient care in Bristol hospitals.

NHS SBS, Sharon Woma, Imagine If...Project (consultation/workshop) - We arranged and recruited a group of older BOPF members to participate in a workshop exploring their own personal health care vision. This to feed into the NHS Integrated Care Board's plans for health and well-being over the next two decades.

Royal Osteoporosis Society (consultation) – we organised a number of one-to-one interviews with BOPF members to discuss osteoporosis in later life.

Financial Review

At the end of this financial year there was a total of £28,570 in unrestricted funds compared to £24,845 in the previous year, so we had a surplus of £3,726 in total unrestricted funds. Of the £28,570 unrestricted funds, £18,000 are designated funds and £10,570 are general funds. The total restricted funds carried forward stood at £29,107.

Going concern

We were successful this year in attracting £92,330 in grants, £203 in donations and £1,820 in charitable trading income.

We were successful with our **Bristol Impact Fund 2 (BIF)** bid to the Bristol City Council for **£195,940** for the period October 2021 to September 2025, broken down as follows:

October 2021 - September 2022: £47,231; October 2022 - September 2023: £48,971

October 2023 - September 2024: £49,867; October 2024 - September 2025: £49,871

For this period, we received **£48,202** of our **BCC Bristol Impact Fund grant**.

Reserves policy

The Trustees have set a policy of maintaining unrestricted reserves equivalent to three months' expenditure. At present there is a designated reserve for an exit strategy of £18,000, which is approximately three months' expenditure. This is reviewed annually.

Risk management

The Trustees have identified the potential risks to the organisation and ranked them according to likelihood and severity. For each risk they have identified mitigation and a responsible person, and the risk register is reviewed at every regular meeting of the Trustees.

Structure, Governance and Management

Governing document

BOPF is a Charitable Incorporated Organisation (CIO) governed by its constitution dated 30 June 2015. It was registered as a CIO on 10th July 2015. Anyone over the age of 55 can become a member and on the 31st March 2023, there were 2720 members.

Organisation

There must be at least 5 charity Trustees and there is no maximum number of charity Trustees that may be appointed to the CIO. The Trustees delegate the day-to-day operations of the charity to the BOPF Finance and Administration Manager and the BOPF Engagement and Development Manager, in conjunction with the BOPF Chair.

None of the Trustees receive remuneration or other benefit from their work for the charity. Trustees can claim public transport or petrol travel expenses to Trustee Meetings and Open Forum meetings. Any connection between a Trustee or staff member with a supplier or any other contractual relationship must be disclosed. None were reported this year.

Trustees

The Trustees continued to meet regularly throughout the year at **Trustee Board meetings** and at the Informal Trustee Get Togethers. The Board, the formal decision-making body, regularly considered a range of reports on, for example, the latest financial position of BOPF including grants updates, the Chair's report, the BOPF Ambassador's report and the agendas for future Open Forum meetings. Reports to the Board were also made by the BOPF Development and Engagement Manager.

The **Informal Trustee Get Togethers** were introduced to enable Trustees to have a more informal and relaxed wide-ranging discussion. There are no agendas or minutes for these Get Togethers, and they have no decision-making powers. The Terms of Reference were agreed at the Trustee Board.

As at the end of March 2023, there were **10 Trustees** on the Board, including the Chair, Vice-Chair, and BOPF Ambassador. Induction sessions were provided to new Trustees. The Chair very frequently sends out Trustee Updates, so Trustees are kept informed of key developments in between meetings. Trustees represent BOPF on a wide range of external organisations and bodies, and this is kept under regular review by the Board.

Our **BOPF Ambassador** sits on the following boards: The NHS Ageing Well Board, Bristol City Council One City Home and Communities Board, Bristol City Council People Scrutiny, Bristol City Council One City Board, BCC One City Living Rent Commission.

Trustee Recruitment Policy

Bristol Older People's Forum (BOPF) recognises that an effective board of trustees is essential if the charity is to be effective in achieving its objects. The board must seek to be representative of the people whom the charity serves and must have available to it all of the knowledge and skills required to run the charity. Individual trustees must have sufficient knowledge, both of trusteeship in general and of the Charity's activities, to enable them to carry out their role and to represent the Charity at meetings and other events.

When a need has been identified to recruit trustees, a sub-committee will manage the process. This will include the Chair and at least one other trustee together with any other people deemed appropriate by the trustees.

The sub-committee will have responsibility for ensuring that the remainder of the recruitment and induction process are carried out. Responsibility for recruiting trustees will not be delegated to employees although employees may be given specific administrative tasks by the sub-committee.

Before any recruitment process starts the Board of Trustees will undertake an audit of existing members to identify what additional skills and experience are required.

Trustees' responsibilities in relation to the financial statements

The charity Trustees are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP (Statement of Recommended Practice);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011 and the applicable Charities (Accounts and Reports) Regulations. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees confirm that to the best of their knowledge there is no information relevant to the Independent Examination of which the Examiner is unaware. The Trustees also confirm that they have taken all necessary steps to ensure that they themselves are aware of all relevant financial information and that this information has been communicated to the Examiner.

Approved by the Trustees on 20 July 2023 and signed on their behalf by:

Christina Stokes 01 / 08 / 2023

Christina Stokes
BOPF Chair

Trish Mensah 05 / 08 / 2023

Trish Mensah
BOPF Deputy Chair

Independent Examiner's Report to the Trustees of Bristol Older People's Forum CIO

I report to the charity trustees on my examination of the accounts of the above charity for the year ended 31st March 2023 which are set out on pages 13 to 23.

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").

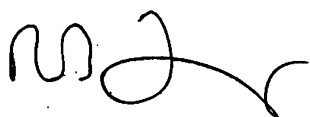
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 (other than that disclosed below *) 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.



07 / 08 / 2023

Rupert Taylor
Easton Business Centre, Felix Road, Bristol, BS5 0HE

21st July 2023

STATEMENT OF FINANCIAL ACTIVITIES (SOFA)

1 April 2022 to 31 March 2023

	Note	Unrestricted funds 2022-23	Restricted funds 2022-23	Total funds 2022-23	Total funds 2021-22
		£	£	£	£
Income:					
Donations and legacies	3	203	-	203	1,540
<i>Charitable activities:</i>					
Grants	4	500	92,330	92,830	35,253
Charitable trading income	5	1,820	-	1,820	4,009
Total charitable activities		2,320	92,330	94,650	35,253
Investments	6	65	-	65	9
Total Income		2,588	92,330	94,917	40,811
Expenditure:					
Charitable activities	7	1,262	63,927	65,189	53,296
Total Expenditure		1,262	63,927	65,189	53,296
Net income/expenditure		1,326	28,403	29,728	(12,485)
Transfers between funds		2,400	(2,400)	-	-
Net movement in funds		3,726	26,003	29,728	(12,485)
Total funds brought forward		24,845	3,105	27,950	40,435
Total funds carried forward		28,570	29,108	57,678	27,950

BALANCE SHEET

31 March 2023

Balance SheetNote
ref.

		Total funds 31 Mar 2023	Total funds 31 Mar 2022
		£	£
	Fixed assets:		
12	Tangible assets		
	Net book value	1,917	-
	<i>Total fixed assets</i>	1,917	-
	Current assets:		
13	Debtors	-	-
	Cash at bank and in hand		
	Unity Trust Bank	35,748	7,799
	Triodos bank	20,013	19,949
	PayPal	44	301
	Petty cash	105	51
	<i>Total current assets</i>	55,911	28,100
	Liabilities:		
14	Creditors: Amounts falling due within one year	150	150
	Prepaid Income	-	-
	Total current liabilities	150	150
	<i>Net current assets</i>	55,761	27,950
	Total net assets	57,678	27,950
15	The funds of the charity:		
	Restricted income funds	29,108	3,105
	Unrestricted funds		
	General fund	10,570	6,845
	Designated fund	18,000	18,000
	<i>Total unrestricted funds</i>	28,570	24,845
	Total charity funds	57,678	27,950

Approved by the Trustees on 20 July 2023 and signed on their behalf by:

 01 / 08 / 2023
Christina Stokes
BOPF Chair
 05 / 08 / 2023
Trish Mensah
BOPF Deputy Chair

NOTES TO THE FINANCIAL STATEMENTS**YEAR ENDED 31 MARCH 2023****1. Accounting Policies**

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

a) Basis of preparation

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 Standards applicable in the UK and the Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)).

The Bristol Older People's Forum CIO meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historic cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grant have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

c) Interest receivable

Interest on funds held on deposit is included when receivable.

d) Fund accounting

- i. Unrestricted funds are available for use at the discretion of the Trustees in furtherance of any of the purposes of the charity.
- ii. Designated funds are unrestricted funds of the charity which the Trustees have decided at their discretion to set aside to use for a specific purpose.
- iii. Restricted funds are donations which the donor has specified are to be solely used for particular purposes.

e) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

Costs of raising funds include time spent complying with the terms of our Bristol City Council grant, including monitoring and submitting summary spend statements.

Expenditure on charitable activities includes the costs: to maintain our membership, to carry out the survey, to produce the BOPF Newsletters, for Open Forum meetings to further the purposes of the charity and their associated support costs.

Other expenditure represents those items not falling into any other heading.

f) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include governance, office costs, budgeting and accounts, payroll administration, information technology and human resources which supports BOPF's charitable activities. These costs have been allocated between costs of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 8.

g) Tangible fixed assets

Individual fixed assets costing £500 or more are capitalised at historic cost and depreciated over their estimate useful economic life on a straight-line basis as follows:
IT equipment: annual rate 33%

h) Debtors

Trade and other debtors are recognised at the settlement due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

i) Cash at bank and in hand

The Triodos deposit account has instant access.

j) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

k) Pensions

BOPF's automatic enrolment staging date was on 1 March 2016. BOPF chose NEST to process auto enrolment. One part-time employee opted into the scheme.

2. Legal status of the charity

BOPF is a Charitable Incorporated Organisation (CIO). In the event of the charity being wound up the trustees have no liability for its debts.

3. Income from donations

	2023	2022 £
Gifts and donations		
Website donations	45	-
Newsletter donations	30	25
Open Forum donations	78	-
Other Donations	50	515
Legacies	-	1000
Total Gifts & donations	203	1,540

4. Income from charitable activities: grants

Grants	2023	2022 £
BCC Bristol Impact Fund 2	48,202	23,616
Voice & Influence Partnership	-	8,192
Bristol Join-up Project	-	2,445
Bristol Harbour Festival	2,500	-
Tudor Trust	4,000	1,000
BCC Community Resilience Fund	3,200	-
AwardsForAll, Platform60	10,000	-
Quartet, BCC Cost of Living	24,928	-
Total	92,830	35,253

5. Income from charitable activities: trading income

Income from other trading activities	2023	2022 £
Newsletter adverts	-	650
BOPF Consultancy	1,820	3,359
Total	1,820	4,009

6. Investment income

Investment income of £65 is interest received from the Triodos deposit account.

7. Analysis on expenditure on charitable activities
1 April 2022 - 31 March 2023

		Total Unrestricted	Total Restricted	Total 2022 -23	Total 2021-22
	Basis of apportionment				
Direct costs					
Salaries, NI & pension	75% of staff time	817	41,884	42,701	33,986
Freelance fees		-	-	-	774
Staff expenses		-	65	65	16
Venue costs		-	200	200	-
Trustee expenses		-	-	-	11
Communications costs		-	807	807	408
Total direct costs (includes salaries)		817	42,955	43,772	35,194
Indirect costs (Overheads)					
Salaries	25% of staff time	272	13,961	14,234	11,329
Other staff costs (CPD, training, recruitment)		-	325	325	542
Governance (see note 8)		-	277	277	336
Office costs (see note 8)		173	6,408	6,581	5,896
Total overheads (indirect costs)		445	20,971	21,416	18,102
Total charitable activity costs		1,262	63,927	65,189	53,296

8. Analysis of governance and support costs

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs together with the governance costs are apportioned between six key charitable activities undertaken in the year.

Refer to the table below for the basis of apportionment and the analysis of support and governance costs.

	Support costs				Basis of apportionment
	Unrestricted	Restricted	Total 2022-23	Total 2021-22	
	£	£	£	£	
Governance					
Salaries, NI & Pension	60	3,071	3,131	2,492	Staff time
Independent Examination	-	150	150	150	Governance
Trustee expenses	-	62	62	27	Governance
Info Commissioners Office (ICO)	-	40	40	40	Governance
Membership (Voscur, NPC)	-	25	25	-	Governance
PR (cards)	-	-	-	119	Governance
Total Governance	60	3,349	3,409	2,828	
Office costs					
Salaries, NI & Pension	212	10,890	11,102	8,836	staff time
Staff CPD	-	175	175	167	other staff costs
Staff Training and Mentoring	-	-	-	375	other staff costs
Recruitment Costs	-	150	150	-	other staff costs
Insurance	-	443	443	431	office costs
Rent	172	3,912	4,084	4,084	office costs
Telephone	-	455	455	566	office costs
Bank charges	1	72	73	76	office costs
Printing	-	152	152	8	office costs
Postage	-	9	9	-	office costs
Stationary	-	15	15	137	office costs
IT Hardware	-	-	-	23	office costs
IT Maintenance	-	291	291	291	office costs
IT Software	-	101	101	280	office costs
Depreciation	-	958	958	-	
Total Office costs	385	17,623	18,009	15,274	
Total Support costs	445	20,972	21,417	18,102	

9. Analysis of staff costs and trustee remuneration and expenses

	Unrestricted funds 2022-23 £	Restricted funds 2022-23 £	Total funds 2022-23 £	Total funds 2021-22 £
Salaries	1,081	54,385	55,466	44,358
Social Security costs	-	210	210	-
NEST Pension contributions	8	1250	1,258	956
Total staff costs	1,089	55,845	56,934	45,314

No employees had employee benefits in excess of £60,000 (2023 none). Pension costs are allocated to activities in proportion to related restricted staffing costs incurred.

None of the Trustees have been paid any remuneration or received any other benefits from an employment with the charity.

Two Trustees received £62 for travel expenses for the furtherance of the CIO's charitable objects during the year (2021-22 £11 to one trustee).

There were no other related party transactions during the year.

10. Staff numbers

The average head count (number of staff employed) over the course of the year was 2 staff (2022 2). This equates to an average of 2 full-time member of staff (2021 1.5).

11. Government Grants

Income from government grants are performance related grants made by the Bristol local authority to fund addressing inequality, and engaging and informing older people in Bristol. The total of such grants in 2022-23 was £51,402 (2021-22 £32,845).

12. Tangible fixed assets

	IT equipment	Total
Cost:	£	£
As at 1 April 2022	1,334	1,334
Additions	2,875	2,875
Disposals	(1,334)	(1,334)
As at 31 March 2023	2,875	2,875
Depreciation		
As at 1 April 2022	1,334	1,334
Charge for the year	958	958
Eliminated on disposals	(1,334)	(1,334)
As at 31 March 2023	958	958
Net book value as at 31 March 2023	1,917	1,917
<i>Net book value as at 31 March 2022</i>	-	-

13. Debtors

	2023	2022 £
Trade debtors	-	-
Prepayments	-	-
	-	-

14. Creditors: amount falling due within one year

	2023	2022 £
Sundry creditors	-	-
Accruals	150	150
Total	150	150

15. Analysis of charitable funds**Analysis of movements in unrestricted funds**

	Balance 1 Apr 2022	Incoming resources	Resources expended	Transfers	Funds at 31 Mar 2023
	£	£	£	£	£
General fund	6,844	2,588	1,262	-	8,170
Designated fund	18,000	-	-	-	18,000
Total	24,844	2,588	1,262	-	26,170

	Balance 1 Apr 2021	Incoming resources	Resources expended	Transfers	Funds at 31 Mar 2022
	£	£	£	£	£
General fund	6,328	5,558	5,041	-	6,845
Designated fund	18,000	-	-	-	18,000
Total	24,328	5,558	5,041	-	24,845

General fund: The 'free reserve' after allowing for all designated funds.

Designated fund: Calculated as six months running costs, in accordance with the charity's Reserves Policy.

16. Analysis of movements in restricted funds

	Balance 1 Apr 2022	Incoming resources	Resources expended	Transfers	Funds at 31 Mar 2023
	£	£	£	£	£
BCC Bristol Impact Fund 2	705	48,202	46,963	(874)	1,070
Tudor Trust (Platform60 - transition hosting)	-	3,000	3,000	-	-
Tudor Trust (Platform60 - Steering Group Meetings)	-	500	500	-	-
BCC Community Resilience Fund	-	3,200	2,901	(299)	-
Awards For All (Platform60)	-	10,000	1,990	(500)	7,511
BCC Cost of Living (Quartet)	-	24,928	6,631	(1,202)	17,095
Bristol Harbour Festival 2022	-	2,500	984	-	1,516
Fixed asset reserve	-	-	958	2,875	1,917
Age UK Bristol (Newsletter)	2,400	-	-	2,400	-
Total	3,105	92,330	63,927	2,400	29,108

Transfers between funds:

£2,875 was transferred into the Fixed Asset Reserve from the respective restricted revenue funds to provide for future depreciation on fixed assets purchased with those funds.

£2,400 was transferred from the Age UK Bristol fund to General Funds because this fund was incorrectly treated as Restricted in the previous financial year.

	Balance 1 Apr 2021	Incoming resources	Resource s expended	Transfers	Funds at 31 Mar 2022
	£	£	£	£	£
BCC Bristol Impact Fund 2	-	23,616	22,911	-	705
Voice & Influence Partnership	3,333	8,192	11,526	-	-
Bristol Join-up Project	-	2,445	2,445	-	-
Quartet (Meetup Mornings)	4,280	-	4,280	-	-
Age UK Bristol (Newsletter)	4,800	-	2,400	-	2,400
BAB Challenging Ageism Workshops	920	-	920	-	-
BCC Adult & Social Care (ASCCT)	774	-	774	-	-
BCC Neighbourhoods & Communities (Parks Project)	2,000	-	2,000	-	-
Tudor Trust (Age Activism Peer Learning Group)	-	1,000	1,000	-	-
Total	16,107	35,253	48,255	-	3,105

Purpose of Restricted Funds

BCC Bristol Impact Fund 2 - Core funding from the Bristol City Council to deliver our key services.

Tudor Trust (Platform60 - Steering Group Meetings) - funding to cover participation in the steering group with a focus on the development of a separate entity.

Tudor Trust (Platform60 - transition hosting) - funding towards the costs of developing the Platform60 Project into an independent organisation/entity.

BCC Community Resilience Fund - Bristol City Council funding to support four voluntary sector organisations apply for the Bristol City Council capital grant funding.

Awards For All (Platform60) - funding for the design and development of the Platform60 website.

BCC Cost of Living (Quartet) - funding for the Cost-of-Living part-time Project Worker post to develop a range of cost-of-living support measures, working with older people.

Bristol Harbour Festival 2022 - arts-based project to develop a more diverse involvement and attendance at the harbourside festival. Funding available to develop a further art-based project with older people.

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


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