



# ANNUAL REPORT 2019/20

## The Aldingbourne Trust

Registered Charity  
276484

Company no: 01385053



# CONTENTS

<b>Page No</b>	<b>Contents</b>
1	Contents
2 - 4	Chairperson's and Managing Director's Introduction
5 - 19	Report of the Management Committee
20 - 23	Auditor's Report
24 - 25	Statement of Financial Activities (including Income and Expenditure Account)
26	Balance Sheet
27	Statement of Cash Flows
28 - 47	Notes to the Financial Statements

## CHAIRPERSON'S & MANAGING DIRECTOR'S INTRODUCTION FOR THE YEAR ENDED 31 MARCH 2020

This has been a year of highs and lows. Starting on a high, with Easter, the summer and Halloween being our busiest ever times at the Country Centre, and ending with one of the most demanding challenges we have encountered. Against a backdrop of a somewhat lively political context, social care was bumped back down the agenda again. Some of our enterprises, such as wood recycling, were in what appeared to be a pre Brexit holding pattern, with housebuilding postponed until the economic situation became clearer.

During the year we were required to undergo a competitive tendering process in respect of our prevention work - both with supported employment and the My Network/My Network Plus services. The tenders required a great deal of collating, reviewing and collaborating on plans and evidence across a range of organisations. We were pleased to be awarded the tenders, to continue and broaden the Network West Sussex Consortium and develop an additional collaboration - Supported Employment West Sussex. The expertise which exists within these teams is hugely impressive and is to be celebrated. The profile of people being supported has changed, to include people with lifelong conditions. We are seeing good outcomes with creative approaches being used with the people we support, staff and volunteers.

We have been investing in time to work alongside West Sussex County Council to promote the contribution the voluntary and community sector makes and emphasising our social and economic impact - together, we make a difference to people's lives, through finding and retaining work, good quality housing, living alone or sharing with people by choice, not 'placement', opportunities for friendships and loving relationships and being financially secure.

Unfortunately we were not able to engage in the re-tendering of the supported living service in Portsmouth, although we are still in touch with some of the people we supported via MAKE.

An ongoing challenge has been supporting people to deal with the benefits system. We would like to thank West Sussex County Council for recognising the barriers people encounter when navigating a complex system, and funding a welfare benefits post during the year. Lisa Palmer has successfully supported appeals and mandatory reconsiderations, enabling people to be able to budget and manage their finances.

## CHAIRPERSON'S & MANAGING DIRECTOR'S INTRODUCTION FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

We have very much enjoyed using our Quarry Building. It has inspired many people and we have been pleased to be able to offer advice and tips on funding a large capital build to many local organisations. We were pleased to welcome HRH the Duke of Gloucester who visited the building during the year, and we celebrated our official opening with our Patron, the Duke of Richmond and the Duchess of Richmond.



Demand for social care continues to increase, whilst funding is under ongoing pressure. We will continue to focus on what the people we support need/prefer as our starting point.

We will continue to encourage creativity and be guided by our values.

We'd like to say a thank you to Lisa Palmer, our Creative Arts Studio and many of our talented artists, for creating a wonderful garden for library users in Bognor Regis.



## CHAIRPERSON'S & MANAGING DIRECTOR'S INTRODUCTION FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

We work hard to access good housing and have been delighted to see people move into their new own homes during the year. In addition to our relationships with the private housing sector, we are working with a local Community Land Trust to develop opportunities for local housing for people we support and the people who support them.

At the time of writing, people across the world are doing the best they can to deal with the Covid19 pandemic. These are difficult times and we need to say an extra special thanks to people across the Aldingbourne Trust for your extraordinary response to the virus. Everyone has had to adapt, and people we support, their families, staff, volunteers and local businesses have worked so very hard to keep people safe and well - we appreciate your time, your understanding and your compassion.

Frances Russell  
Chair

Sue Livett  
MD

## REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2020

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31<sup>st</sup> March 2020 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and 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) (as amended for accounting periods commencing from 1 January 2016).

## WHAT THE ALDINGBOURNE TRUST DOES

### The Trust's mission

To support people with disabilities to develop and live the lives they choose.

### Public Benefit

The trustees confirm that when reviewing the charitable company's activities and devising future programmes, they have referred to the Charity Commission's general guidance on public benefit and complied with their duties under Section 17 of the Charities Act 2011.

All our charitable activities are planned to ensure we deliver public benefit and we continue to place great emphasis on our charitable objects. In particular, the trustees consider that The Aldingbourne Trust makes a significant contribution to support services in West Sussex and the surrounding area and that our services are of public benefit to people living with disabilities and the wider local community. The activities undertaken in 2018/19 which contribute to our charitable aims are outlined in more detail within the 'Activities and Impact' section of this report.

## REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

**Our mission is to support people with disabilities to live the lives they choose.**

In 1978 a group of parents realised a joint ambition by forming the Aldingbourne Trust - providing meaningful, valued opportunities for people with learning disabilities, physical disabilities and autism. The Trust currently provides support which includes housing, employment, leisure, education, training, getting out and about and living good lives. We work in West Sussex and Portsmouth.

### We believe

In continual change and challenge. We know that people, society, technology and attitudes change - sometimes this is out of our control, sometimes change is not as fast as we would like. Our approach is to keep pushing expectations, boundaries and beliefs and to:

- Make a difference.
- Offer real life opportunities - to do things that matter to all of us.
- Work together - listen, then do.
- Not break the law, but we may challenge it.
- Be enterprising & sustainable.
- Be mindful of looking after our environment - reduce/reuse/recycle.
- Have fun - enjoy life!

### Why & how

People with learning disabilities/autism are over represented in studies which highlight health, education, housing, financial and social inequalities. To challenge and counteract this we focus our resources to build social value by discovering what is possible, available and good. We have 6 guiding themes - collaborating, efficiency, influencing, enterprising, innovating and proving.

We encourage people to try new things, to make choices and to step out of their (and our) comfort zone when it feels right.

## REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

Our support for living services are committed to enabling people to live ordinary lives. By this we mean having a job, living in ordinary houses, on ordinary streets. We expect our staff to understand people's individual needs and take the most appropriate approach for people to live good lives and do what is important to them. Living an ordinary life isn't boring, it is up and down, it is rich with friends, family, neighbours, colleagues and community possibilities, with all the challenges and achievements which we all should encounter. We provide a continuum of support - ranging from drop in's to intensive, 24 hour support.



### Some stats

During the year we worked with over 1500 people who have a learning disability/autism/a lifelong condition.

We employed 293 staff.

We were supported by 233 wonderful volunteers.





## REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

All of our CQC registered services have a rating of good.

We are proud to be a founding member of the Gr8 Support Movement - a national initiative of over 1,000 support workers who share, celebrate and collaborate to provide great support.

During the year we supported 76 people to get a paid job, 77 people to get voluntary work. We also supported 53 (enrolled and supported on the work preparation scheme) people to retain their job, collaborating with employers on working practices/reasonable adjustments.



### The story of 2019/2020

#### Collaborating

We overhauled our support planning during the year, simplifying record keeping and planning administration.

Our Aldingbourne Trust National Partnership grew from 32 employers and 91 single establishments to 62 employers with 192 establishments, allowing more social care staff to access good quality training and achieve recognised qualifications. We have supported over 550 employees this year with funding towards their qualifications.

We were delighted to work with the renowned 'Theatre Inc' (Chichester College), providing a new creative space for people at the Country Centre.

Volunteer Count - we have 260 individual Corporate volunteers.

## REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

We have regular support from many corporate volunteers from organisations including: Southern Water, Body Shop, Mercers, and The Kitchen Store. They have helped us by clearing our greenhouses, painting and decorating our new children's tractor play area, and general maintenance tasks around the Country Centre, which has helped us save over 1352 hours per week - thank you!



### Enterprising

The Country Centre continued to be popular with local visitors -bringing with them more opportunities for the people we support to learn, develop and hone their skills in catering, retail, hospitality, animal care, wood recycling and furniture restoration, horticulture and groundworks. We have been using coaching to support our staff to balance the demands of running a range of enterprises within social care. The improvements at the Country Centre continued. Working alongside people who use the former conference, café and office area, plans were drawn up and funding applications were made. We have almost raised the total amount needed to start work. We secured funding for under 5's activities and resources, and have been pleased to welcome many more young visitors to the Centre. Our thanks to the LEADER project for their support with developing our new educational play area.

## REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)



### Efficiency

We were pleased we had reviewed and upgraded our HR, finance and IT systems during the year - when Covid 19 hit we were well placed to work remotely with minimal adaptations needed.

### Influencing

We appointed a Community Solutions and Co-Production Manager - Casper Rioseco has had a busy year - from working alongside people to run Club nights in local venues, to developing 'Access all Areas'. The AAA group are keeping us on track, to ensure policies and ways of working are fit for purpose. They have signed off on our approach to risk and will be a key driver in policy and innovation.

Powerful Trainers (people with learning disabilities and/or autism) were commissioned to work with Thameslink, the Tizard Centre at the University of Kent and the NHS (via 'Project Springwell, resulting in a film highlighting healthcare for people with complex needs).



## REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### Innovating

The Gr8 Support Movement continues to grow. We've been inspired by linking with Support Workers across the UK - we changed our recruitment processes to focus on values - there's nothing more important than having the right people in the right jobs.

Our MAKE project in Portsmouth is inspiring. Hosting Gig Buddies, an award-winning café, retail and workshop areas, MAKE has real soul and is a bustling, friendly place for people to visit. Activities during the year have included a 6 week fire safety training course at the local fire station, singing lessons, Level 2 City & Guilds diplomas, food hygiene certificates, work experience for schools, club nights at Kingsley's, quiz nights, a 'Spring Fling' with local entertainers and musicians, art projects, Christmas Prom, being part of the Portsmouth Arts Trail, and a Remembrance Day dinner.



Our dyslexia working group continued to meet, support each other and suggest adjustments to ease communication and record keeping.

## REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### Proving

Our services are full. We have been able to support some of the young people from our transition service to move to more independent housing and must thank the Transition Team for their fabulous work in helping people to become more confident and independent.

We have shared our experiences and learning from our major capital appeal with many local charities and community groups. Visitor numbers and engagement has increased our profile with our local community. Contact via our website has grown exponentially - we saw an increase of more than 43,000 page views during the year. These touchpoints supported an increase in visitors and enterprise activity.

Our cafes have all achieved a 5 star rating from environmental health officers with the MAKE café scooping the 'Best Café in Fratton' award during the year.

Six Creative Arts students achieved awards for their artwork in the annual Mencap awards.

Our WorkAid team won the 'Best Employer/Team' award at the Arun Business Partnership Awards.



## REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### Areas which didn't go to plan

Our charity shop experienced a difficult trading year. Despite the best efforts of the staff, volunteers and good levels of local support, with reductions in payments for items which do not sell and are sold on for recycling, an impending rent review and the onset of COVID 19, we have taken the difficult decision to close the shop.

Our rug-washing enterprise faced increased competition. The enterprise has been sold as a going concern and continues to operate from the Country Centre by an independent trader.

### Thank you

We are very fortunate to have the support of a range of local people, groups and organisations. We would like to thank Portsmouth Lottery who gave £1,000 to MAKE for their Christmas event, Aqua Cars, the Royal British Legion, Chris and Liz Williams, Kingsleys & Tao night clubs, Polly Meynell, the Chantry Quire, Rathbones, the West Sussex Golf Club, Hennings, Sainsburys Homebase, the golf club at Cowdray Park, Barclays Bank, Nat West Bank, E Serve Surveyors, Galliford Try Builders, Profile Pharma (Chichester), Waitrose (Storrington), Southdown Housing, Sussex Partnership NHS Trust, Southern Water, Mercers, the Mayor of Portsmouth, Sussex Cricket, NCS Corporate Volunteers, the Body Shop.

Organisations and groups who use our facilities help us provide more opportunities for learning and development -people we support train in our cafes, kitchens, shops, enterprises and groups.

We'd also like to welcome the new staff and volunteers who joined us during the year, and to acknowledge there are many many occasions when people go above and beyond their usual duties to support people to have good lives. Congratulations to the 33 staff and volunteers who were nominated for awards this year - for going that extra mile, being creative and making a difference.

## REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### Risk management

The Trustees have reviewed the Trust's Risk Register, identifying major risks to which the Trust and its stakeholders need to be aware of. Systems have been established to mitigate these risks.

This year we have continued to use external experts to advise on health and safety across the Trust, due to the scope of our activities. This supplemented ongoing audits which are undertaken by the General Manager and our Quality Manager.

Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and specific procedures to the Trust's activities, including ongoing appropriate training for staff throughout the Trust. These procedures are reviewed periodically to ensure they continue to meet the needs of the Trust.

### Reserves Policy

The principal sources of income funding of the Trust's activities are considered to be reasonably assured, being ultimately sourced from the Government (whether directly in the case of training and care services, or indirectly in the case of provision of residential accommodation). The Trustees note changes to central and local funding and the tendering of contracts which are taking place. They consider that it is unlikely that funding would cease without adequate notice to allow the Trust to cut costs and dispose of assets in the areas affected. Accordingly, the Trustees do not consider that there is a necessity to maintain a significant level of free reserves, over and above the normal ongoing cash flow needs of the Trust.

Free reserves have increased during the period to stand at £984578. The Trustees consider the remaining free reserves to be adequate to fund ongoing operations.

## REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### Trust details

Registered Charity Number:	276484
Company Number:	01385053
Registered Office:	Thomas Eggar House, Friary Lane, Chichester, West Sussex, PO19 1UF
Principal Office:	Aldingbourne Trust, Blackmill Lane, Norton, Chichester, West Sussex, PO18 0JP
Website:	<a href="http://www.aldingbournetrust.org">www.aldingbournetrust.org</a>
Telephone:	01243 544607

Charitable Company and Governing Document: The governing document of the Trust is the Memorandum and Articles of Association of the charitable company.

### Patron

The Duke of Richmond

### Trustees

The Trustees during the year ended 31 March 2020, who were also directors of the Aldingbourne Trust, were as follows: -

Mr A M Bath	
Mr R D C Bunker	
Mr J Dixon	
Mr D J Godsmark	
Mr J D Hilditch	
Mrs P C James	- appointed 24/09/2019
Mr J Pitts	
Ms F Russell	Chairperson
Mr J H S Shippam, JP DL	
Mrs J Williscroft	

Trustees are appointed following informal visits and as observers on the Board, subject to a vote by the Board. The Trustees meet five times a year to consider the activities of the Trust and its objectives and ensure the Trust works within the aims and objectives of its Articles of Association. Trustees also participate in training and sub-groups of the Board.



## REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

The Managing Director of the Aldingbourne Trust, Sue Livett, works closely with the Board of Trustees and has responsibility for ensuring the Trust's objectives are implemented. During the year trustees and managers spend time working alongside and visiting the Trust's projects. Two trustees meet with people supported by the Trust throughout the year to discuss areas of interest and to obtain feedback. These meetings are well attended and discussions are reported directly to the Board.

In accordance with the Articles of Association, Mr Bath, Ms Russell and Mrs Williscroft, retire by rotation and have offered themselves for re-election.

### Professional Advisors

Investment advisors:	Sanlam Exchange Building St John's Street Chichester West Sussex PO19 1UP
Principal bankers:	Lloyds plc 10 East Street Chichester West Sussex PO19 1HJ
Solicitors:	Irwin Mitchell Thomas Eggar House Friary Lane Chichester West Sussex PO19 1UF
Auditors:	Watling & Hirst Limited Cawley Place 15 Cawley Road Chichester West Sussex PO19 1UZ

## REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### Statement of trustees' responsibilities

The trustees, who are also the directors of The Aldingbourne Trust for the purpose 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 Practice).

Company Law requires the trustees to prepare financial statements for each financial year which 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 the income and expenditure, of the charitable company for that financial year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards 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 operation.

The trustees are responsible for keeping adequate accounting records that 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.

### Small company exemptions

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

## REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

### Review of transactions and financial position

The surplus for the year was £115800 (2019: £707370). Total reserves stood at £7640974 (2019: £7525174), with free reserves of £984578 (2019: £822225).

The charitable company continued to successfully operate the Trust's various activities, and to raise sufficient funds to enable it to carry forward its work at the level of activity anticipated by the Trustees. All investments held by the Trust were acquired in accordance with the powers available to the Trustees.

At 31 March 2020, and at the time of writing, the charitable company's financial position was satisfactory.

### Assets on hand at 31 March 2020

The charitable company's assets are held by each fund to enable it to continue with its established activities and to respond to any need which might be identified in the future, and are considered to be adequate to meet all foreseen obligations.

**REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31  
MARCH 2020 (CONTINUED)**

**Auditors**

The auditors Watling & Hirst Limited offer themselves for re-election at the Annual General Meeting.

The trustees' report was approved by the Board of Trustees.

Registered office:

Thomas Eggar House  
Friary Lane  
Chichester  
West Sussex  
PO19 1UF

Signed on behalf of the Trustees

Date ..... ..

**Ms Frances Russell (Chairperson)**

## INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE ALDINGBOURNE TRUST

### Opinion

We have audited the financial statements of The Aldingbourne Trust (the 'charity') for the year ended 31 March 2020 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2020 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the accounts section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the accounts in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

## INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE ALDINGBOURNE TRUST (continued)

### Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express and form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' Report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

### Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not fully entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

## INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE ALDINGBOURNE TRUST (continued)

### Responsibilities of trustees

As explained more fully in the statements of trustees' responsibilities, the trustees, who are also the directors of the charitable company for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

### Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

## INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE ALDINGBOURNE TRUST (continued)

### Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Mr. Matthew Robert James Housden FCCA (Senior Statutory Auditor)**  
**For and on behalf of Watling & Hirst Limited**

**Chartered Certified Accountants**  
**Statutory Auditor**

Cawley Place  
15 Cawley Road  
Chichester  
West Sussex  
PO19 1UZ

Date.....

### Note

*The maintenance and integrity of the Aldingbourne Trust website is the responsibility of the trustees; the work carried out by the auditors does not involve consideration of these matters and, accordingly, the auditors accept no responsibility for any changes that may have occurred to the financial statements since they were initially presented on the website.*

*Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.*



## STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2020

	Note	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
<b>INCOME</b>					
<i>Donations and legacies</i>					
Donations and grants	2	201960	-	201960	827829
<i>Charitable Activities:</i>					
Government funding for training services	3	-	1860736	1860736	1802832
Rents for residential accommodation		1503035	-	1503035	1371154
Government funding for residential care	4	-	2558278	2558278	2460031
Sale of produce and services		979390	-	979390	644889
<i>Investments</i>					
Investment income	5	<u>49029</u>	<u>-</u>	<u>49029</u>	<u>46049</u>
<b>TOTAL</b>		<b><u>2733414</u></b>	<b><u>4419014</u></b>	<b><u>7152428</u></b>	<b><u>7152784</u></b>
<b>EXPENDITURE ON:</b>					
<i>Raising funds</i>					
Negotiation of government funding	6	-	49000	49000	46500
Fundraising trading: other costs	6	25259	-	25259	25340
Investment management fees	6	980	-	980	2057
<i>Charitable activities</i>					
Training services	7a	-	2384148	2384148	2224361
Residential accommodation	7b	1056231	-	1056231	961475
Care services in residential accommodation	7c	-	3035246	3035246	2699071
Direct costs of produce and services	7d	281319	-	281319	214110
<i>Other</i>					
Management and administration	7e	<u>195504</u>	<u>-</u>	<u>195504</u>	<u>203990</u>
<b>TOTAL</b>		<b><u>1559293</u></b>	<b><u>5468394</u></b>	<b><u>7027687</u></b>	<b><u>6376904</u></b>

**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)**

	Note	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
<b>NET INCOME/(EXPENDITURE)</b>		<b>1174121</b>	<b>(1049380)</b>	<b>124741</b>	<b>775880</b>
Transfers between funds	10	(1034906)	1034906	-	-
		<u>139215</u>	<u>(14474)</u>	<u>124741</u>	<u>775880</u>
<i>Other recognised gains/(losses)</i>					
Realised gains/(losses) on investments		487	-	487	1246
Gains/(Losses) on revaluation of investments		(8662)	-	(8662)	244
Impairment of subsidiary company loan		(766)	-	(766)	(70000)
		<u>130274</u>	<u>(14474)</u>	<u>115800</u>	<u>707370</u>
<b>NET MOVEMENT IN FUNDS</b>		<b>130274</b>	<b>(14474)</b>	<b>115800</b>	<b>707370</b>
<b>RECONCILIATION OF FUNDS:</b>					
Total funds brought forward		7296949	228225	7525174	6817804
<b>TOTAL FUNDS CARRIED FORWARD</b>	20	<u><b>7427223</b></u>	<u><b>213751</b></u>	<u><b>7640974</b></u>	<u><b>7525174</b></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

The notes on pages 28 to 47 form part of these financial statements.

## BALANCE SHEET AS AT 31 MARCH 2020

	Notes	£	2020 £	£	2019 £
<b>FIXED ASSETS</b>					
Tangible assets	12		6656396		6702949
Investments	13		99701		128464
			<u>6756097</u>		<u>6831413</u>
<b>CURRENT ASSETS</b>					
Stocks	14	20715		40630	
Debtors	15	563354		574914	
Cash at bank and in hand		900009		788391	
			<u>1484078</u>	<u>1403935</u>	
<b>CREDITORS</b> - amounts falling due within one year	16	(588370)		(686347)	
			<u>895708</u>	<u>717588</u>	
<b>NET CURRENT ASSETS</b>					
			<u>7651805</u>	<u>7549001</u>	
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
<b>CREDITORS</b> - amounts falling after more than one year	17		(10831)		(23827)
			<u>7640974</u>	<u>7525174</u>	
<b>NET ASSETS</b>					
<b>UNRESTRICTED FUNDS</b>					
General funds		7351218		7208898	
Designated funds		76005		88051	
			<u>7427223</u>	<u>7296949</u>	
<b>RESTRICTED FUNDS</b>					
			<u>213751</u>	<u>228225</u>	
<b>TOTAL CHARITY FUNDS</b>					
	20		<u>7640974</u>	<u>7525174</u>	

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the trustees on .....

.....  
Mr D Godsmark

Trustee

.....  
Ms F Russell

Trustee

Company Registration No. 01385053

## STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2020

	Note	2020 £	2019 £
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	<b>25</b>	<b>193520</b>	<b>1219146</b>
<b>INVESTING ACTIVITIES</b>			
Dividends		2060	3050
Interest income		2140	2443
Rents received		44829	40556
Purchase of fixed asset investments		(86204)	(73342)
Proceeds on disposal of fixed asset investments		106792	174745
Proceeds on disposal of tangible assets		4510	150
Purchase of tangible fixed assets		(143033)	(1920859)
<b>NET CASH USED IN INVESTING ACTIVITIES</b>		<b>(68906)</b>	<b>(1773257)</b>
<b>FINANCING ACTIVITIES</b>			
Payment of obligations under finance leases		(12996)	(2169)
		<b>(12996)</b>	<b>(2169)</b>
Net increase (decrease) in cash and cash equivalents in the year		<b>111618</b>	<b>(556280)</b>
Cash and cash equivalents at the beginning of the year		788391	1344671
<b>Total cash and cash equivalents at the end of the year</b>		<b>900009</b>	<b>788391</b>

## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

### 1. ACCOUNTING POLICIES

#### **Charity information**

The Aldingbourne Trust is a private company limited by guarantee incorporated in England and Wales. The registered office is Thomas Eggar House, Friary Lane, Chichester, West Sussex, PO19 1UF.

#### **(a) Accounting convention**

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £. The financial statements have been prepared under the historical cost convention, modified to include the revaluation of fixed asset investments at fair value. The principal accounting policies are set out below.

#### **(b) Going concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **(c) Charitable funds**

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### (d) **Income**

Items of income are recognised and included in the accounts when all of the following criteria are met:

- The charity has entitlement to the funds;
- Any performance conditions attached to the income have been met or are fully within the control of the charity;
- There is sufficient certainty that receipt of the income is considered probable; and
- The amount can be measured reliably.

For legacies, entitlement is taken as the earlier of:

- The date on which the charity is aware that probate has been granted;
- The estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made; or
- When distribution is received from the estate.

Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of any service is deferred until the criteria for income recognition are met.

Investment income is included when receivable.

### (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 settlement will be required and the amount of the obligation can be measured reliably. Expenditure includes any VAT which cannot be recovered, and is reported as part of the expenditure to which it relates:

- Cost of generating funds comprises the costs associated with attracting voluntary income and the costs of trading.
- 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.

## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### (e) Expenditure (continued)

- Management and administration costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resources. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis set out in note 6.

### (f) Fixed assets – Tangible Assets

Fixed assets (excluding investments) are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £1000 are not capitalised. Depreciation is provided at annual rates calculated to write off the cost of each asset over its expected useful life, as follows:

Buildings	1% to 2.5% straight line or estimated useful life, if shorter
Glasshouses	15% reducing balance
Furniture, fixtures and equipment	15% reducing balance
Plant and equipment	17.5% reducing balance
Motor vehicles	25% reducing balance or 8 years straight line

### (g) Impairment of fixed assets

At each reporting end date, the charitable company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

### (h) Fixed asset investments

Interests in subsidiaries, associates and jointly controlled entities are initially measured at cost and subsequently measured at cost less any accumulated losses. Investments are initially measured at transaction price excluding costs and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs expensed as incurred.

### (i) Stocks

Raw materials, consumables and growing crops are valued at the lower of cost and net realisable value.

### (j) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount.

### (k) Cash and cash equivalents

Cash and cash equivalents are basis financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

(l) **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.

(m) **Financial instruments**

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charitable company's balance sheet when the charitable company becomes party to the contractual provision of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

***Basic financial assets***

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

***Basic financial liabilities***

Basic financial liabilities, including creditors are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

***Derecognition of financial liabilities***

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.



## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### (n) Leases

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessees. All other leases are classified as operating leases.

Assets held under finance leases are recognised as assets at the lower of the assets fair value at the date of inception and the present value of the minimum lease payments. The related liability is included in the balance sheet as a finance lease obligation. Lease payments are treated as consisting of capital and interest elements. The interest is charged to net income/(expenditure) for the year so as to produce a constant periodic rate of interest on the remaining balance of the liability.

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

### (o) Retirement benefits

The Aldingbourne Trust stakeholder defined contribution pension scheme was closed to new entrants on 31 December 2013. Employees in this scheme make a net contribution of at least 3% and the Trust makes a contribution of 7% gross. A workplace defined contribution pension scheme was started on 1<sup>st</sup> April 2014 and all staff not in the stakeholder scheme who earn over the threshold are auto enrolled in a workplace pension. Employee and Trust contributions for the year under review are 4% and 3% respectively.

### (p) Group accounts

The financial statements present information about the charitable company as an individual undertaking and not about its group. The charitable company and its subsidiaries comprise a small-sized group. The charitable company has therefore taken advantage of the exemptions provided by section 398 of the Companies Act 2006 not to prepare group accounts. The subsidiaries are not material to the charitable company accounts and therefore are not required to be included in group accounts.

### (q) Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### 2. INCOME FROM DONATIONS AND GRANTS

Donations and grants received during the year were as follows:

	2020 £	2019 £
Leathersellers Guild	15000	-
The Friends of the Aldingbourne Trust	-	33000
Earnest Kleinwort	25000	-
LEADER	29579	-
The F Glenister Woodger Trust	-	268000
The Friarsgate Trust	-	125000
The Henry Smith Charity	-	150000
Individual donations not exceeding £75,000	132381	251829
	<u>201960</u>	<u>827829</u>

### 3. INCOME FROM ACTIVITIES TO FURTHER THE CHARITY'S OBJECTIVES

	2020 Restricted Total £	2019 Restricted Total £
From Local Authorities	1860736	1802832
	<u>1860736</u>	<u>1802832</u>

Sponsorship fees paid by local authorities for the training of clients at Aldingbourne Country Centre and the Craft Training facilities can only be used for these purposes and are accordingly classified as restricted income funds.

## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### 4. RESIDENTIAL CARE – Government funding and related costs

	<b>2020</b> <b>Restricted</b> <b>£</b>	<b>2019</b> <b>Restricted</b> <b>£</b>
Care Services in residential accommodation and allocated costs	<u><b>3035246</b></u>	<u><b>2699071</b></u>

Funds received from Social Services in respect of support services provided to residents of the Trust's residential units can only be used for these purposes and are accordingly classified as restricted income funds.

The costs of providing these care services are part of the overall costs of running the Trust's residential units, and it is not considered cost-beneficial to prepare detailed cost analyses as between the residential and the care elements. Trust management believes that the cost of these care services is broadly equivalent to the Government funding received, and accordingly in order to provide a link between the incoming and expended resources, an amount of costs equal to the restricted income funds has been classified as restricted expenditure.

### 5. INVESTMENT INCOME AND REALISED GAINS/LOSSES

	<b>2020</b> <b>Unrestricted</b> <b>£</b>	<b>2019</b> <b>Unrestricted</b> <b>£</b>
Dividends	2060	3050
Interest	2140	2443
Rent receivable	44829	40556
	<u><b>49029</b></u>	<u><b>46049</b></u>

## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### 6. RAISING FUNDS

	Unrestricted funds	Restricted funds	Total 2020	Total 2019
	£	£	£	£
Negotiation of funding	-	49000	49000	46500
Cost of fundraiser and fundraising events	25259	-	25259	25340
Investment management fees	980	-	980	2057
<b>Total raising funds</b>	<b>26239</b>	<b>49000</b>	<b>75239</b>	<b>73897</b>

For the year ended 31 March 2019

Unrestricted funds	27397
Restricted funds	46500
	<u>73897</u>

Negotiation of Government and other funding and of partnership arrangements is an important aspect of the work done by the senior management team, and an estimated portion of their salaries and related costs has accordingly been allocated to Costs of Generating Funds. These costs relate principally to the generation of restricted income funds, and are accordingly classified as restricted expenditure.

### 7a. CHARITABLE ACTIVITIES EXPENDITURE

	Unrestricted funds	Restricted funds	Total 2020	Total 2019
	£	£	£	£
<b>TRAINING</b>				
Staff costs	-	1567260	1567260	1488971
Depreciation	-	134626	134626	78452
Repairs and renewals	-	121873	121873	96521
Other direct costs	-	278241	278241	285849
	-	2102000	2102000	1949793
Share of support costs (see Note 7f)	-	275262	275262	266826
Share of governance costs (see Note 7f)	-	6886	6886	7742
<b>Total</b>	<b>-</b>	<b>2384148</b>	<b>2384148</b>	<b>2224361</b>

## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### 7a. CHARITABLE ACTIVITIES EXPENDITURE (continued)

For the year ended 31 March 2019

Unrestricted funds	-
Restricted funds	<u>2224361</u>
	<u>2224361</u>

### 7b. CHARITABLE ACTIVITIES EXPENDITURE

RESIDENTIAL ACCOMMODATION	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Rent payable to landlords	<u>1030171</u>	-	<u>1030171</u>	<u>939911</u>
	1030171	-	1030171	939911
Share of support costs (see Note 7f)	25424	-	25424	20956
Share of governance costs (see Note 7f)	<u>636</u>	-	<u>636</u>	<u>608</u>
<b>Total</b>	<b><u>1056231</u></b>	<b><u>-</u></b>	<b><u>1056231</u></b>	<b><u>961475</u></b>

For the year ended 31 March 2019

Unrestricted funds	961475
Restricted funds	<u>-</u>
	<u>961475</u>

### 7c. CHARITABLE ACTIVITIES EXPENDITURE

CARE IN RESIDENTIAL ACCOMMODATION	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Staff costs	-	2039606	2039606	1785130
Other direct costs	<u>-</u>	<u>310585</u>	<u>310585</u>	<u>292352</u>
	-	2350191	2350191	2077482
Share of support costs (see Note 7f)	-	668335	668335	604063
Share of governance costs (see Note 7f)	<u>-</u>	<u>16720</u>	<u>16720</u>	<u>17526</u>
<b>Total</b>	<b><u>-</u></b>	<b><u>3035246</u></b>	<b><u>3035246</u></b>	<b><u>2699071</u></b>

## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### 7c. CHARITABLE ACTIVITIES EXPENDITURE (continued)

For the year ended 31 March 2019

Unrestricted funds	-
Restricted funds	<u>2699071</u>
	<u>2699071</u>

### 7d. CHARITABLE ACTIVITIES EXPENDITURE

<b>PRODUCE AND SERVICES</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total 2020</b>	<b>Total 2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Other direct costs	<u>281319</u>	<u>-</u>	<u>281319</u>	<u>214110</u>
<b>Total</b>	<b><u>281319</u></b>	<b><u>-</u></b>	<b><u>281319</u></b>	<b><u>214110</u></b>

For the year ended 31 March 2019

Unrestricted funds	214110
Restricted funds	<u>-</u>
	<u>214110</u>

### 7e. CHARITABLE ACTIVITIES EXPENDITURE

<b>MANAGEMENT AND ADMINISTRATION</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total 2020</b>	<b>Total 2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Staff costs	<u>195504</u>	<u>-</u>	<u>195504</u>	<u>203990</u>
<b>Total</b>	<b><u>195504</u></b>	<b><u>-</u></b>	<b><u>195504</u></b>	<b><u>203990</u></b>

For the year ended 31 March 2019

Unrestricted funds	203990
Restricted funds	<u>-</u>
	<u>203990</u>

## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### 7f. CHARITABLE ACTIVITIES EXPENDITURE

<b>SUPPORTS COSTS (INCLUDING GOVERNANCE COSTS)</b>	<b>Support costs £</b>	<b>Governance costs £</b>	<b>Total 2020 £</b>	<b>Total 2019 £</b>
Staff costs	680523	-	680523	641568
Depreciation	52213	-	52213	48706
Other direct costs	236285	-	236285	201571
<b>Governance costs</b>				
Auditors remuneration	-	12000	12000	11500
Legal and professional fees	-	12242	12242	14376
<b>Total</b>	<b>969021</b>	<b>24242</b>	<b>993263</b>	<b>917721</b>
	<b>Support funds £</b>	<b>Governance costs £</b>	<b>Total 2020 £</b>	<b>Total 2019 £</b>
<b>Analysed between:</b>				
Training	275262	6886	282148	274568
Residential accommodation	25424	636	26060	21564
Care in residential accommodation	668335	16720	685055	621589
<b>Total</b>	<b>969021</b>	<b>24242</b>	<b>993263</b>	<b>917721</b>

Support Costs have been split between unrestricted and restricted expenditure in the same proportion as the related split of resources expended from training and residential services, as this is deemed to reasonably reflect the actual split of resources expended.

### 8. TRUSTEES REMUNERATION

The Trustees neither received nor waived any remuneration or expenses during the year (2019 - £nil).

## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### 9. STAFF COSTS

	2020 £	2019 £
Salaries	4037881	3716264
Social security costs	284920	265567
Pension costs	148252	126670
Life Assurance	11840	11158
	<u>4482893</u>	<u>4119659</u>

Employees earning more than £60,000 during the year:

	2020 Number	2019 Number
£60,001 - £70,000	1	1

The member of staff earning in excess of £60,000 participated in the defined contribution pension scheme. Contributions of £4,669 (2019 - £4,533) were made in relation to this individual.

The key management personnel of the charitable company comprise the trustees, the Managing Director, the General Manager, the Head of Finance, the HR Manager and the Head of Support. The total employee costs of the key management personnel of the charitable company were £316,387 (2019: £312,754).

The average number of employees, calculated on a head count basis was:

	2020 Number	2019 Number
Residential projects	131	129
Training projects	125	117
Management and administration of the Charity	23	22
	<u>279</u>	<u>268</u>

There were a total of 157 (2019: 154) full time equivalent employees in the year.

### 10. TRANSFERS BETWEEN FUNDS

Certain income funds and related expenditure are classified as restricted, but the net results of this activity forms part of the Trust's general funds. It is therefore necessary to make a transfer between restricted and unrestricted funds, in order to bring fund balances into line with the year-end Balance Sheet position (see note 20).

### 11. CORPORATION TAX

The charitable company is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.



## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### 12. TANGIBLE FIXED ASSETS

	Land and Buildings Freehold	Land and Buildings Leasehold	Furniture Fixtures & Equipment (inc Glass Houses)	Plant & Equipment	Motor Vehicles	Total
	£	£	£	£	£	£
<b>Cost or valuation:</b>						
1 April 2019	7172330	252605	66833	415106	182371	8089245
Additions	85669	-	-	13616	43748	143033
Disposals	-	-	-	-	(80412)	(80412)
31 March 2020	7257999	252605	66833	428722	145707	8151866
<b>Depreciation:</b>						
1 April 2019	765599	139093	66135	277218	138251	1386296
Charge for the year	129892	18493	104	23970	14380	186839
Disposals	-	-	-	-	(77665)	(77665)
31 March 2020	895491	157586	66239	301188	74966	1495470
<b>Net book value:</b>						
31 March 2020	<b>6362508</b>	<b>95019</b>	<b>594</b>	<b>127534</b>	<b>70741</b>	<b>6656396</b>
<b>Net book value:</b>						
31 March 2019	<b>6406731</b>	<b>113512</b>	<b>698</b>	<b>137888</b>	<b>44120</b>	<b>6702949</b>

The net carrying value of tangible fixed assets includes the following in respect of assets held under finance leases or hire purchase contracts. The depreciation charge in respect of such assets amounted to £5,003 (2019 - £1,251) for the year.

	2020 £	2019 £
Motor vehicles	<u>33770</u>	<u>38773</u>

The charity took advantage of the transition exemptions available upon transition to FRS 102 in the 2017 accounting period to elect to use previous revaluations as deemed cost.

## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### 13. INVESTMENTS

	Listed Investments £	Subsidiary Undertakings £	Total £
<b>Cost or valuation:</b>			
At 1 April 2019	128463	1	128464
Additions	86204	-	86204
Valuation changes	(8662)	-	(8662)
Disposals	(106305)	-	(106305)
At 31 <sup>st</sup> March 2019	<u>99700</u>	<u>1</u>	<u>99701</u>
<b>Carrying amount</b>			
At 31 <sup>st</sup> March 2020	<u>99700</u>	<u>1</u>	<u>99701</u>
At 31 <sup>st</sup> March 2019	<u>128463</u>	<u>1</u>	<u>128464</u>

The listed investments are recorded at fair value and the investment in subsidiaries at cost.

The charitable company owns 100% of the ordinary share capital of Laundry Services @ Aldingbourne Limited - company number 7918265, registered in England & Wales.

### 14. STOCKS

	2020 £	2019 £
Raw materials, consumables and growing crops	<u>20715</u>	<u>40630</u>

### 15. DEBTORS

	2020 £	2019 £
Amounts falling due within one year		
Trade debtors	388784	389257
Amounts owed by subsidiary undertakings	42	31323
Other debtors and prepayments	164028	143834
	<u>552854</u>	<u>564414</u>
<b>Amounts falling due after one year</b>		
Other debtors and prepayments	<u>10500</u>	<u>10500</u>
<b>Total Debtors</b>	<u>563354</u>	<u>574914</u>

## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### 16. CREDITORS - Amounts falling due within one year

	2020 £	2019 £
Trade creditors	33015	61076
Obligations under finance leases (note 18)	12997	12997
Other creditors	384118	479150
Other taxes and social security	158240	133124
	<u>588370</u>	<u>686347</u>

### 17. CREDITORS - Amounts falling due within one year

	2020 £	2019 £
Obligations under finance leases (note 18)	10831	23827
	<u>10831</u>	<u>23827</u>

### 18. FINANCE LEASE COMMITMENTS

	2020 £	2019 £
Within one year	12997	12997
Within two and five years	10831	23827
	<u>23828</u>	<u>36824</u>

The hire purchase liability is secured on the assets to which the agreements relate as included in tangible fixed assets.

### 19. OPERATING LEASE COMMITMENTS

At the reporting end date, the charitable company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, as follows:

	2020 £	2019 £
	<u>916560</u>	<u>218500</u>

## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### 20. FUNDS AND ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted Funds	Designated Funds	General Funds	Total 2020
	£	£	£	£
<b>At 31 March 2020</b>				
Tangible assets	213751	76005	6366640	6656396
Investments	-	-	99701	99701
Current assets	-	-	1484078	1484078
Current liabilities	-	-	(588370)	(588370)
Long term liabilities	-	-	(10831)	(10831)
	<u>213751</u>	<u>76005</u>	<u>7351218</u>	<u>7640974</u>

	Restricted Funds	Designated Funds	General Funds	Total 2019
	£	£	£	£
<b>At 31 March 2019</b>				
Tangible assets	228225	88051	6386673	6702949
Investments	-	-	128464	128464
Current assets	-	-	1403935	1403935
Current liabilities	-	-	(686347)	(686347)
Long term liabilities	-	-	(23827)	(23827)
	<u>228225</u>	<u>88051</u>	<u>7208898</u>	<u>7525174</u>

Restricted Funds: Construction of the principal properties at the Aldingbourne Country Centre have been funded by specific development fund appeals, and accordingly use of the assets acquired are restricted by the terms of the appeals. Certain other fixed assets have been purchased with WSCC funding and are restricted for the provision of training services.

Designated Funds: These funds have been designated for specific purchases relating to various projects. The designated tangible asset fund is released over the useful life of the assets purchased in accordance with the grant received from Social Enterprise Investment Fund (SEIF).

General Funds: These represent the free funds of the Trust which are not designated for particular purposes, and are constituted by the balance of Net assets not classified as restricted or designated.

## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### 21. RECONCILIATION OF MOVEMENTS IN RESERVES

	2020 £	2019 £
Surplus for the financial year	115800	707370
Opening reserves	7525174	6817804
	<u>7640974</u>	<u>7525174</u>

### 22. CAPITAL COMMITMENTS

At 31 March 2020 the charitable company had capital commitments as follows:

	2020 £	2019 £
Contracted for but not provided in the financial statements	-	65250
	<u>-</u>	<u>65250</u>

The capital commitment last year was in respect of the completion of the new Conference Centre.

### 23. COMPANY

The Aldingbourne Trust is a charitable company limited by guarantee. Every member of the Board of Trustees of the Trust undertakes to contribute to the assets of the Trust, in the event of the same being wound up while they are a member or within one year after they cease to be a member for payment of the debts and liabilities of the Trust contracted before they cease to be a member and the costs, charges and expenses of winding up and for the adjustment of the rights of the contributories among themselves such amount as may be required not exceeding £5.

### 24. RELATED PARTY RELATIONSHIPS AND TRANSACTIONS

During the year the charitable company covered the cash flow requirements of the wholly owned subsidiary Laundry Services @ Aldingbourne Limited. At the year end an amount of £42 (2019 - £31323) remained outstanding. The balance is stated after making a provision for impairment of £766 (2019 - £70000). This loan is an interest free loan and is repayable on demand. In addition, the charitable company charged a management fee to the subsidiary in the year of £4,051 (2019 - £3000) to cover administrative costs. This company has now ceased trading.

An interest free loan of £150000 (2019 - £150000) was owed to The Bassil Shippam and Alsford Trust, a charity in which the trustee J H S Shippam is also a trustee, on the 31<sup>st</sup> March 2020. On 15 May 2020 The Bassil Shippam and Alsford Trust agreed by formal resolution to change the status of this loan to a non-repayable grant.

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)****25. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Net movement in funds	115800	707370
Depreciation charges	186839	127158
Fair value gains (losses) on investments	8175	(1490)
Investment income recognised in statement of financial activities	(49029)	(46049)
(Profit) / loss on sales of fixed assets	(1763)	-
Decrease (increase) in stocks	19915	(15653)
Decrease (increase) in debtors	11560	74745
Increase (decrease) in creditors	(97977)	373055
	<u>193520</u>	<u>1219146</u>

## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### 26. STATEMENT OF FINANCIAL ACTIVITIES COMPARATIVE FUNDS – YEAR ENDED 31 MARCH 2019

	Unrestricted Funds 2019	Restricted Funds 2019	Total Funds 2019
	£	£	£
<b>INCOME</b>			
<i>Donations and legacies</i>			
Donations and grants	827829	-	827829
<i>Charitable Activities:</i>			
Government funding for training services	-	1802832	1802832
Rents for residential accommodation	1371154	-	1371154
Government funding for residential care	-	2460031	2460031
Sale of produce and services	644889	-	644889
<i>Investments</i>			
Investment income	<u>46049</u>	<u>-</u>	<u>46049</u>
<b>TOTAL</b>	<b><u>2889921</u></b>	<b><u>4262863</u></b>	<b><u>7152784</u></b>
<b>EXPENDITURE ON:</b>			
<i>Raising funds</i>			
Negotiation of government funding	-	46500	46500
Fundraising trading: other costs	25340	-	25340
Investment management fees	2057	-	2057
<i>Charitable activities</i>			
Training services	-	2224361	2224361
Residential accommodation	961475	-	961475
Care services in residential accommodation	-	2699071	2699071
Direct costs of produce and services	214110	-	214110
<i>Other</i>			
Management and administration	<u>203990</u>	<u>-</u>	<u>203990</u>
<b>TOTAL</b>	<b><u>1406972</u></b>	<b><u>4969932</u></b>	<b><u>6376904</u></b>

## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

### 26. STATEMENT OF FINANCIAL ACTIVITIES COMPARATIVE FUNDS – YEAR ENDED 31 MARCH 2019 (CONTINUED)

	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £
<b>NET INCOME/(EXPENDITURE)</b>	<b>1482949</b>	<b>(707069)</b>	<b>775880</b>
Transfers between funds	(692595)	692595	-
	<u>790354</u>	<u>(14474)</u>	<u>775880</u>
<i>Other recognised gains/(losses)</i>			
Realised gains/(losses) on investments	1246	-	1246
Gains/(Losses) on revaluation of investments	244	-	244
Impairment of subsidiary company loan	(70000)	-	(70000)
<b>NET MOVEMENT IN FUNDS</b>	<b>721844</b>	<b>(14474)</b>	<b>707370</b>
<b>RECONCILIATION OF FUNDS:</b>			
Total funds brought forward	6575105	242699	6817804
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><b>7296949</b></u>	<u><b>228225</b></u>	<u><b>7525174</b></u>