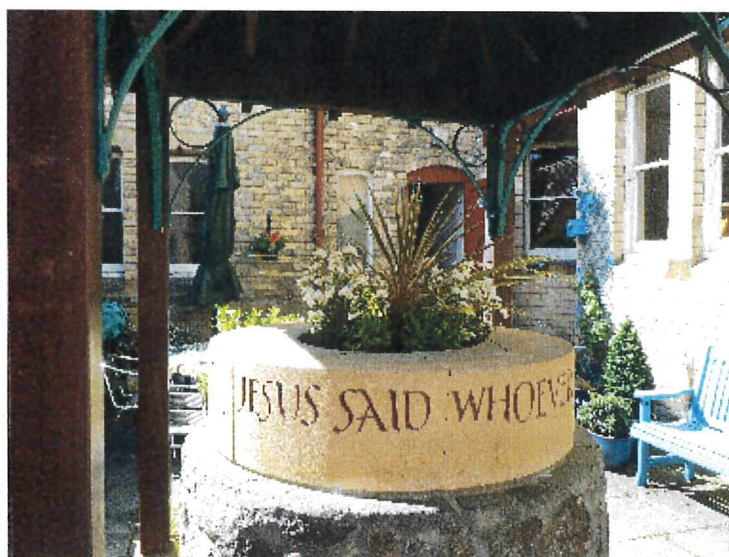


Charity Registration No. 1001139

Company Registration No. 02553905 (England and Wales)

THE LYTTTELTON WELL LIMITED
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021



THE LYTTTELTON WELL LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Board Of Trustees	P Robinson JP	
	K A Beecroft	(Appointed 14 June 2021)
	C D Boulton	(Appointed 14 June 2021)
	R H Fletcher	(Appointed 14 June 2021)
	K A Horwood	(Appointed 14 June 2021)
	P C Hutchinson	(Appointed 14 June 2021)
	R M Rowsell	(Appointed 6 September 2021)
	Revd J Saunders	(Appointed 14 June 2021)
	Dr M Harper	
	Dr G W Pooler	
	R Weatherill	
Charity number	1001139	
Company number	02553905	
Registered office	Church Street Malvern Worcestershire WR14 2AY	
Auditor	Kendall Wadley LLP Granta Lodge 71 Graham Road Malvern Worcestershire WR14 2JS	
Bankers	CAF Bank 25 Kings Hill West Malling Kent ME19 4JQ	
Solicitors	Whatley Recordon 12 Worcester Road Malvern Worcestershire WR14 4QU	

THE LYTTTELTON WELL LIMITED

CONTENTS

	Page
Foreword from the Chair	1
From the Head of Counselling	2
From the Business Manager	3
Board of Trustees' Report	4 - 11
Statement of Trustees' responsibilities	12
Independent auditor's report	13 - 15
Statement of financial activities	16 - 17
Balance sheet	18
Statement of cash flows	19
Notes to the accounts	20 - 36

THE LYTTTELTON WELL LIMITED

FOREWORD FROM THE CHAIR

FOR THE YEAR ENDED 31 DECEMBER 2021

SUMMARY

The past year, to December 2021, has presented challenges a-plenty! - and Peter Buchanan's comment on a scriptural passage in last year's report has remained very applicable as we have sought to be God's people serving our town:

King Jehoshaphat, faced with an attack by an overwhelming force, prayed "We do not know what to do, but our eyes are on you." (2 Chronicles 20 v12).

And our eyes do indeed remain on the Lord.

COVID

The uncertainties Covid has presented have been enormously challenging, and required constant re-appraisal - both in terms of services we have been able to provide, and the potential threats to our financial health. We pay tribute to the Management team for their ability and willingness to "roll with the punches" and keep the ministry functioning to the maximal degree possible.

BOARD

The Board of Trustees was substantially renewed at the 2021 AGM, and I assumed Chairmanship. Many previous Board members, who had nobly deferred their retirement because of the situation with the pandemic, did step down, and we owe them and Peter an enormous debt of gratitude. We are so grateful now to have recruited new Trustees with a great range of experience and expertise; all are taking particular areas of trustee responsibility.

MANAGEMENT

Further to the comments above, Matthew Jordan (Business Manager), John Berry (Bookshop Manager), Kate Hill (Head of Counselling) and Doreen Miccio (newly appointed Café Manager) have worked very hard (not tirelessly!) to steer us through the ups and downs of the pandemic, and we are grateful for their commitment, flexibility and dedication; as we are for Brian Rhodes (chef) and his team of sessional cooks. We thank God that we remain financially on a sound footing, albeit with significant government support, and we will be further reviewing the post pandemic financial situation in 2022 - but with optimism, recognising that it is on trusting and obeying the Lord that our ongoing fruitfulness depends.

VOLUNTEERS

We are so grateful for our volunteers, who serve in the Bookshop, work in the Café, provide Chaplaincy input and intercessory support, bake, decorate, launder, fundraise - and so much more. They maintain the reality that we are a family, not all the same but walking together, contributing according to our abilities. We do still need more volunteers, though - some were not able to come back after the pandemic closedown. Days continue to start with prayer before the café opens.

FOODBANK

Lyttelton Well's role as a collection and distribution point has continued, and we envisage will remain an important element in our work; we do not see hardship is in any way diminishing.

THANKS

The Board of Trustees wish to thank all those who have supported and contributed to the success of The Lyttelton Well. Please continue to pray and work with us to build God's Kingdom in Malvern.

Dr Michael Harper
Chair of Trustees

THE LYTTTELTON WELL LIMITED

FROM THE HEAD OF COUNSELLING

FOR THE YEAR ENDED 31 DECEMBER 2021

In 2021, we offered 2,300 counselling sessions to our clients, approaching the corresponding figures in our 2019 Review.

To date 2022, the number of client enquiries remains very high at 103 and in the month of March, 259 counselling sessions were offered to 78 clients (46 of these sessions were subsequently cancelled by clients). These recent figures are very encouraging in that they are similar to pre-lockdown figures and show that The Well Counselling (TWC) has sustained its growth in spite of the disruption of Covid-19. The major improvement is that TWC is now both an online and in-person counselling agency. We still serve the same community and have done so throughout 2020 and 2021.

At present, 31 counsellors make up our team, of which a third of these are our student placements. Last year, a significant number of post-graduate students joined us on placement, and this has strengthened the team overall, bringing with them up to date knowledge and expertise. Over the next few months a number of our student body will complete their studies, and we wish them all success as qualified counsellors.

There are challenges ahead, most notably the move to a new funding model. Our administration system Cliniko, which was implemented in September 2021, is now firmly embedded, and within a few months all current clients will be administered via this system. A new TWC complaints procedure is in place, and all our systems are ably administrated by Kathleen Horwood. Grateful thanks go to Frances Anderson for her work in setting up Cliniko.

Recently we have been joined by two new experienced counsellors, as well as saying goodbye to three senior counsellors who are retiring after many years with TWC. Having been Head of Counselling since 2015, I have also decided the time is right for me to step down. I believe the agency is in a good place to withstand a change of leadership.

TWC is an integral part of the Lyttelton Well. It has been both a pleasure and a privilege to lead it through some difficult times and I couldn't have done so without the support and huge amount of work undertaken by the office, most notably by Matthew Jordan. I am grateful to all those who support TWC, the monthly quizzes, the quiet donations, and the prayer that underpins everything that we do. I believe the counselling that we offer to our clients is underpinned by the lived-out faith of many of our counsellors. I hope very much that this will continue for many more years to come.

Kate Hill
Head of Counselling

THE LYTTTELTON WELL LIMITED

FROM THE BUSINESS MANAGER

FOR THE YEAR ENDED 31 DECEMBER 2021

Finances

The past year was again dominated by the Covid-19 pandemic. As a hospitality provider, retailer, counselling service, and hirer of rooms, our activities remained heavily affected by lockdown restrictions and other measures. In particular, both the café and bookshop were required to be closed from the start of the year until April 12th. However, sales did return to more normal levels over the course of the year.

In terms of financial results:

- although our café sales were up over 50% up on 2020, this still represented a decrease of 25% from 2019;
- bookshop sales have been somewhat slower to rebound, being only 20% up on 2020, and 30% lower than 2019;
- room hire income has been the worst hit area, down over 60% on 2019, and slower to recover as many bookings were permanently lost or reduced; and
- total restricted income of The Well Counselling was just under 30% lower than 2019.

In total our income from these core activities was £79,000 lower in 2021 compared to 2019.

However, on the income side we did also benefit from continued generosity from the local community with just under £32,000 in unrestricted donations and two legacies totalling £12,000. We also received £42,355 in UK Government coronavirus support comprising £24,500 in retail hospitality grants and £17,855 under the coronavirus job retention scheme.

Overall, as a result of careful management of costs, significant individual and corporate generosity, and central government support, we ended the year with a surplus of £8,113.

Looking forward, 2022 is expected to be a difficult year financially. Although we expect income to significantly increase, it is still estimated to be lower than pre-pandemic levels, whilst there will be considerable inflationary pressure on the costs of goods, utilities, and wages.

Charitable activities in the local community

We were delighted to be able to keep The Well Counselling operating online during 2021, as well as in person in the latter part of the year, offering nearly 2,300 counselling sessions in the year.

We continued to act as a collection and distribution agency for the Malvern Hills Foodbank throughout the year without any break in services and ultimately processed 375 food bank vouchers for 898 people. This represented 18% of the foodbank's total for the year, and over a 150% increase in people provided for through the Well compared to 2019 (348 people that year).

Staffing changes

Our café manager Catherine Holmes retired in April 2021, and we are thankful for her many years of service to the Well. Catherine was replaced by Doreen Miccio who had volunteered with us in both the café and bookshop in the summer of 2020, as well as being a former counselling service receptionist, and our newsletter editor. Our second cook Pauline Jacobs also joined us in April, and has made a great contribution to the café team.

Voluntary work

We remain tremendously grateful to all those who continued to work in the Well throughout the pandemic, including café and bookshop volunteers, our redecorating team, counsellors and staff, undertaking risk to themselves in doing so. We are thankful for this selfless support of the charity during a very difficult time.

Matthew Jordan
Business Manager

THE LYTTTELTON WELL LIMITED

BOARD OF TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021

The Board of Trustees present their annual report and financial statements for the year ended 31 December 2021.

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 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)" (effective 1 January 2019).

Objectives and activities

The Charity's objectives as set out in the Memorandum of Association are

- i) the advancement of the Christian religion by spreading the Gospel of Jesus Christ;
- ii) the relief of poverty, sickness and distress;
- iii) the relief and rehabilitation of the mentally ill and of disabled persons;
- iv) the relief of the aged;
- v) the promotion of charitable work of churches in Malvern.

In furtherance of these objectives the charitable company operates retail outlets, hires out premises, provides philanthropic services of care for the disadvantaged, and follows other policies as laid down in the Memorandum of Association. There has been no change in these objectives during the year.

As a charity The Lyttelton Well Limited provides a public benefit to the local community by operating the Counselling Service which continues to deal with a large number of clients and has an ongoing programme of training to ensure the counsellors maintain the standards required by the profession. This important service continues to be funded by The Lyttelton Well Limited and through restricted donations.

The Board of Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

THE LYTTTELTON WELL LIMITED

BOARD OF TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021

Fulfilling our charitable objectives

We review our aims, objectives and activities each year. This review looks at what we have achieved and the outcome of our work in the previous twelve months. The review looks at the success of each key activity and how the work in those activities has helped us to further our charitable objectives. The results of this review are set out in this report.

The advancement of the Christian religion by spreading the Gospel of Jesus Christ

The bookshop continues its presence in its new location in the Lyttelton Rooms facing the Priory grounds. It is a welcoming location for passers-by in the church yard, offering help to those with questions about life, faith, belief and spirituality, as well as providing a service to local churches.

In the café, we offer a welcoming environment of compassion and service, where people of all kinds, including those who are lonely or troubled in various ways, can feel comfortable and at home. Our volunteers and staff, from over 20 churches, are key to this. The expansion of the seating space to cover the whole of the ground floor of the new building allows a high street presence.

Our counselling service, The Well Counselling, where all qualified counsellors are Christians, provides a practical outworking of our faith, and in doing so also positively advertises Christianity as a faith in the local community. We offer both in person and online counselling.

Our chaplaincy team provide a pastoral presence on most mornings in the bookshop and the café. Our chaplains are drawn from the local Christian community. More detail is given below.

Some of the other activities we would typically take part in – such as bookstalls at various events including the Three Counties Show, prayer events such as Thy Kingdom Come - continued to be curtailed during the pandemic, but prayer groups in the Lyttelton Rooms did return in the course of the year. We also have daily prayers before we open the café each day.

We maintain our close contacts with Churches Together in Malvern, and our bookshop manager is currently a member of the executive committee.

We are also a collection point for second hand Christian books. We provide over 100 boxes per year to the Christian Book Aid charity, who distribute Bibles and Christian books for the advancement of Christianity, educational purposes and the relief of suffering both in the UK and abroad, mainly in Africa.

At the end of 2020 we participated as usual as a collection point for Samaritan's Purse Operation Christmas Child and collected 108 shoe boxes on their behalf.

We also maintain a periodic community newsletter to keep in touch with our volunteers as well as the wider church community. The newsletter has a distribution of over 200 people including both Christian and non-Christian.

THE LYTTTELTON WELL LIMITED

BOARD OF TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021

The relief of poverty, sickness and distress

The counselling service provides a free, skilled, professional service to those in need of help for a variety of reasons including anxiety, bereavement, stress, relationship problems and many other issues. In 2021, despite the ongoing pandemic, we were able to offer over just under 2300 sessions.

In addition to the counselling service we have a chaplaincy service which offers Christian pastoral care by about 10 volunteers, many with a pastoral background, including former ministers from various denominations. Because our counselling service is not available at short notice, the chaplaincy team can provide a valuable service when people arrive on our premises in a distressed state and would like someone to talk to at short notice. Additionally, as there is a chaplaincy member on site almost daily, we are able to have many beneficial conversations with members of the public on an informal basis, as well as to offer support to staff and volunteers.

As noted above, the café also provides relief to many people, including members of the local community who are lonely or troubled as it is a place where they can be sure of a warm, friendly welcome.

During 2021 we have continued our very active partnership with the Malvern Hills Foodbank, for whom we act as collection and distribution point. We supplement all foodbank distributions with fresh milk, butter and bread. Over the course of the year we processed 375 food bank vouchers and provided food parcels for 898 people, which was over 18% of the foodbank's total voucher processing.

We also provide rooms free of charge on an occasional basis to some groups where there is a direct link to our charitable objectives.

The relief and rehabilitation of the mentally ill and of disabled persons

The café and bookshop are staffed primarily by about 100 skilled and passionate volunteers, without whom we could not continue to exist, and these volunteers give the Lyttelton Well a great diversity that is rarely seen in other similar establishments. Each café and bookshop shift has its own unique character and provides something different.

Through volunteering and employment, we are able to provide a friendly environment to allow members of our community to participate actively and successfully in society, and can also help people to rehabilitate their lives and return to an active role in society, with work at the Well as an early step.

During 2021, we have continued to work with Bridge Training and Development to provide regular work experience in the café.

Further, we are able to indirectly satisfy this objective by providing the space in the Lyttelton Rooms to a number of charities and groups who directly work in the fields of mental illness and disability support.

The relief of the aged

The café continues to be a favourite in Malvern for older people, while providing a welcoming environment for people of all ages.

Additionally, we again provide indirect relief through the provision of our rooms for exercise classes for the active elderly, and other similar groups.

THE LYTTTELTON WELL LIMITED

BOARD OF TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021

The promotion of charitable work of the Churches in Malvern

The Lyttelton Well works closely with Churches Together in Malvern and our bookshop manager is currently a member of their executive committee.

Additionally, we provide the rooms to our member churches for use as needed, advertise events in our noticeboards throughout the complex, and promote them through the Events Calendar on our website.

Our newsletter also gives all our member churches a platform to connect to other members of our community.

In normal years, although not 2021, the rooms are provided each year on an extensive basis during the summer to Lifepath Malvern and separately to the Chernobyl Children's Life Line which are both operated by a Malvern-wide group of churches.

Financial review

Results

During the year incoming resources totalled £260,804 (2020 – £229,209) and resources expended amounted to £252,691 (2020 – £216,640), leaving a surplus for the year of £8,113 (2020 – surplus of £12,569). This leaves a total reserves figure at 31 December 2021 of £480,247 (2020 – £472,134) of which £118,657 are unrestricted funds (2020 – £104,972), £4,977 are restricted funds (2020 – £10,549) and £356,613 are endowment funds (2020 – £356,613).

Reserves policy

It is the policy of the Charity that funds which have not been received as restricted for a specific use should be maintained at a level equivalent of between three and six months' expenditure. The Trustees of the Charity consider that reserves at this level will ensure that, in the event of a significant drop in funding or unexpectedly large expense, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised.

Budgeted expenses, including bookshop and café cost of sales, for the financial year 2022 are estimated at £283,418. On this basis, reserves of between £70,854 and £141,709 are required.

Immediately liquid assets of current assets less stock less current liabilities amount to £85,679 at the end of the year. If bookshop stock, which is designated as a current asset, but is slow-moving by its nature, is included, the resulting total net current assets figure is £99,456.

The charity will continue to aim to maintain its reserves at the current policy level.

THE LYTTTELTON WELL LIMITED

BOARD OF TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021

Principal Funding Sources

The café produced a deficit of £8,951 (2020 – £24,774) after cost of sales and directly attributable salaries, while the bookshop produced a deficit of £8,049 (2020 – £6,114) on the same basis. After allocating support costs, governance costs and depreciation, the café produced a deficit of £28,453 (2020 - £50,172) and the bookshop produced a deficit of £17,477 (2020 - £17,762).

Letting income from the Lyttelton Rooms in 2021 was £12,461 (2020 - £13,120). After allocation of repair and rooms maintenance costs of £5,651 (2020 - £5,978), support costs, governance costs and depreciation, the lettings function contributed a deficit of £16,568 (2020 – £6,879).

In 2021, the counselling department income was £20,008, down from £21,673 in 2020, which resulted in a deficit after direct expenses of £8,284 (2020 - £2,077). After taking into account allocations of support costs, governance costs and depreciation, the counselling department contributed a total deficit of £13,762 compared to a deficit of £6,307 in 2020.

During 2021, counselling department income benefitted from the following grant in support of the service:

- £500 from Malvern Town Council

Unrestricted donations in 2021 were £31,850 (2020 - £38,286). The current year donations can be broken down as follows:

- regular, mainly monthly, standing orders of £12,820 (2020 - £12,955)
- various ad hoc donations of £12,723 (2020 - £16,218)
- PAWS (pound a week scheme) of £1,521 (2020 - £2,384)
- small donations to collection tins of £1,010 (2020 - £1,510)
- gift aid of £3,776 (2020 - £5,219)

The charity received two legacies totalling £12,000 in 2021 (2020 - £2,500).

In 2021, we carried out no fundraising to unrestricted funds (2020 - £266). £360 of restricted income was raised from quizzes in support of the Well Counselling.

Governance and support expenses

Allocable governance and support expenses incurred in the year were £57,643 compared to £53,955 in 2020.

Investment policy

The charity's attitude towards investment risk is low. As such, investments are mainly in cash. Specific limits and guidelines as given in the charity's investment policy are:

- £20,000 must be maintained in cash at all times;
- the next £10,000 may be invested in term cash deposits with emergency access;
- the next £10,000 may be invested in long-term investments with emergency access;
- beyond the sum of these investments (£40,000) the only restriction is that, up to the lower reserve limit, long term investments should not exceed 1/3 of total investments.

A segregated bank account is maintained for counselling transactions.

During 2021, the charity only held cash, but options for other types of investment will be revisited as part of our annual review.

THE LYTTTELTON WELL LIMITED

BOARD OF TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021

Plans for the future

The Trustees consider the charity's ongoing needs at each of their meetings, which are held every two months. The charity also holds occasional vision days in which its aims and activities are prayerfully considered.

In addition, the charity's risk assessment is reviewed annually.

Areas of required future focus as assessed by the Trustees are given below.

1. Trustee support roles

The Board recognizes the need for individual trustees to take on defined governance roles to provide support to and oversight of the staff and volunteers, as well as the Head of Counselling. Significant progress was made in this area in 2021, but there remain skills gaps, notably for a suitably qualified Treasurer, the current Treasurer having resigned from that position in February 2022.

2. Increasing the effective use of the charity's buildings in support of its objectives and financial stability

The PCC of Great Malvern Priory has an interest in the Lyttelton Well complex as the charity's landlord and that interest is being taken into closer consideration as a result of the Priory Plan.

The trustees continue to review:

- the financial viability of The Lyttelton Rooms, considering existing maintenance requirements, including those identified in the quinquennial survey of the building;
- the use of the Lyttelton Rooms for operations of the Charity in fulfilment of its charitable objectives;
- opportunities for outreach; and
- opportunities for fundraising.

In the case of the last two items, we will also explore opportunities for working more closely together on joint projects with Great Malvern Priory, our member churches and Churches Together in Malvern to improve the usage of the facilities.

3. Fundraising

The trustees are aware that the financial position of the charity remains finely balanced as discussed in the financial review above, with a reliance on donations.

To allow the charity to achieve its goals, further development of fundraising is required, and in particular fundraising which has a church community, wider community or social benefit. Ideally the aim is to combine fundraising with furtherance of our charitable objectives.

4. Counselling department funding

To provide greater stability of counselling income and to facilitate fundraising, the trustees have approved a change in the funding model from purely donations based to an agreed affordable fee, still allows for counselling at no charge where appropriate. The charity aims then to apply for further grants to cover any remaining shortfall against departmental expenses.

5. Volunteer recruitment

We will continue to organize a programme of church visits and other promotional literature to recruit new volunteers for the café in particular. The trustees recognize the value of the Charity's volunteer body to its ethos, environment and quality of service, and look to strengthening existing volunteer numbers in the year to come.

THE LYTTTELTON WELL LIMITED

BOARD OF TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021

6. Capital expenditure and maintenance

During 2021, a group of volunteers continued to work on upgrading the interior of both The Lyttelton Rooms and the new build café/office building

In 2022, the following capital expenses are current priorities:

- Updating the welcome and serving area of the extended café; and;
- Addressing remaining matters raised in the most recent quinquennial review of 2019.

Longer term we will also need to:

- Redecorate/replace the Main Hall kitchen; and
- Replace and relocate the Lyttelton Rooms main boiler with a more energy-efficient version.

All such work is reliant upon the Charity having sufficient funds to finance the work in line with its reserves policy.

Structure, governance and management

The charity, incorporated on 31st October 1990, is a company limited by guarantee governed by its memorandum and articles of association. The company is a registered charity. There is an endowment fund that reflects the Lyttelton Well buildings that will revert to the Diocese on vacation.

The Board of Trustees (directors) is appointed by the members in general meeting.

The Board of Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

E.P.T. Buchanan	(Resigned 14 June 2021)
J. Bingham	(Resigned 14 June 2021)
B. Brickwell	(Resigned 14 June 2021)
I. Forrester	(Resigned 14 June 2021)
J. McNamee	(Resigned 14 February 2022)
Dr D A Webster	(Resigned 14 June 2021)
P Robinson JP	
K A Beecroft	(Appointed 14 June 2021)
C D Boulton	(Appointed 14 June 2021)
R H Fletcher	(Appointed 14 June 2021)
K A Horwood	(Appointed 14 June 2021)
P C Hutchinson	(Appointed 14 June 2021)
R M Rowswell	(Appointed 6 September 2021)
Revd J Saunders	(Appointed 14 June 2021)
Dr M Harper	
Dr G W Pooler	
R Weatherill	

None of the Board of Trustees has any beneficial interest in the company. All of the Board of Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The members govern the general policy of the Company. The Board of Trustees directs the the charitable company's affairs in such a way to promote its objects. The day to day business of the company is managed by the Business Manager M Jordan and the Bookshop Manager J Berry.

There are no specific restrictions imposed by the governing document concerning the way the charity can operate.

THE LYTTTELTON WELL LIMITED

BOARD OF TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021

Recruitment and Appointment of Board of Trustees

A list of necessary business, governance, counselling and outreach skills is maintained and reviewed each year as part of the annual risk assessment. Individual Trustee responsibilities are identified and allocated based on each member's particular skills. Where the necessary mix of skills is found to be lacking, for example due to retirements, individuals are approached to offer themselves for election to the Board of Trustees.

Trustee Induction and Training

Most new Trustees (directors) are already familiar with particular aspects of the practical work of the charity as volunteers and/or company members.

Additionally, the chairman of the Board of Trustees briefs each new Trustee on the legal obligations of the Board of Trustees (directors), the main documents which set out the operation framework of the charity, the current financial position and the charity's future plans and objectives. To supplement this induction, new Trustees are provided with a copy of the Charity Commission's publication "The Essential Trustee", as well as a copy of Memorandum and Articles of Association and the latest financial statements.

Risk Management

The risk management plan identifies area of risk and where appropriate establishes systems and procedures to mitigate major risks to which the charity is exposed. The Trustees are conducting a review of this plan to take into account the impact of post-Covid environment. The charity's strategic plan is reviewed annually to ensure there is sufficient diversification of activities and funding. Internal control risks are minimized by the implementation of procedures for authorization of all transactions and projects. The charity has procedures in place to ensure compliance with health and safety legislation affecting staff, customers and visitors. These procedures are reviewed annually. The charity has a policy for the protection of children and vulnerable adults. This policy is reviewed annually.

Asset cover for funds

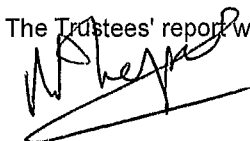
Note 20 sets out an analysis of the assets attributable to the various funds and a description of the funds. These assets are sufficient to meet the charity's obligations on a fund by fund basis.

Auditor

In accordance with the company's articles, a resolution proposing that Kendall Wadley LLP be reappointed as auditor of the company will be put at a General Meeting.

This report is prepared in accordance with the provisions available to small companies contained within the Companies Act 2006.

The Trustees' report was approved by the Board Of Trustees.



Dr M Harper

Trustee

Dated: 25 April 2022

THE LYTTTELTON WELL LIMITED

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 DECEMBER 2021

The Trustees, who are also the directors of The Lyttelton Well Limited for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Board of Trustees to prepare accounts for each financial 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, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the Board of 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 accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Board of Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE LYTTTELTON WELL LIMITED

INDEPENDENT AUDITOR'S REPORT

TO THE BOARD OF TRUSTEES OF THE LYTTTELTON WELL LIMITED

Opinion

We have audited the financial statements of The Lyttelton Well Limited (the 'Charity') for the year ended 31 December 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 December 2021 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 financial statements* section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements 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

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Board of Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Board of Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

THE LYTTTELTON WELL LIMITED

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE BOARD OF TRUSTEES OF THE LYTTTELTON WELL LIMITED

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the Trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Board of Trustees

As explained more fully in the statement of Trustees' responsibilities, the Board of Trustees, who are also the directors of the Charity 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 Board of 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 Board of 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 Board of 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

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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 auditor's 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 the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

Extent to which the audit was considered capable of detecting irregularities including fraud

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- an understanding of the risk assessment process (including the assessment of the risk of fraud) adopted by the Board is obtained and their attitude to risk ascertained
- an assessment of the susceptibility to material mis-statement of the financial statements as a result of management over-ride or fraud is made
- it is ensured that the engagement team have, collectively, the appropriate competence, capabilities and skills to be involved in the assignment, are fully briefed and understand the risks specific to the charitable company

THE LYTTTELTON WELL LIMITED

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE BOARD OF TRUSTEES OF THE LYTTTELTON WELL LIMITED

Audit response to risks identified

The information obtained through the assessment to risk procedures is reviewed and the following work undertaken:

- processes to test the outcomes of our assessment include, a review of Board minutes, analytical review, the relevance and accuracy of significant accounting estimates, substantive testing of significant transactions, work to identify unusual or unexpected accounting entries including the testing of journal entries, information disclosed in the financial statements is traced to supporting documentation. In all instances it is acknowledged that material mis-statements that arise from fraud may involve deliberate concealment or collusion and are, therefore, by their very nature harder to detect than those arising from error.

- an understanding of the legal and regulatory framework as applicable to the charitable company is obtained together with knowledge of the procedures put in place by the charitable company in order to comply with the same

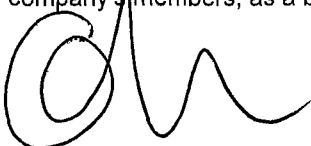
- it is established if there have been any instances of non-compliance with applicable laws and regulations, for this entity regulations focus on Safeguarding through dealing with the vulnerable, and Food and Hygiene requirements for the operation of the Cafe facilities. Where there are such breaches, a full understanding, including gathering of relevant documentation appertaining to the event is obtained and assessed

It should be noted that Auditing standards limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the company's members, as a body, in accordance with section 391 of the Companies Act 2014. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's 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 company and the company's members, as a body, for our audit work, for this report, or for the opinions we have formed.



Elizabeth Needham ACA CTA (VAT) (Senior Statutory Auditor)
for and on behalf of Kendall Wadley LLP

25 April 2022

Chartered Accountants
Statutory Auditor

Granta Lodge
71 Graham Road
Malvern
Worcestershire
WR14 2JS

Kendall Wadley LLP is eligible for appointment as auditor of the Charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

THE LYTTTELTON WELL LIMITED

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2021

Current financial year

		Unrestricted funds 2021 £	Restricted funds 2021 £	Endowment funds 2021 £	Total 2021 £	Total 2020 £
	Notes					
<u>Income and endowments from:</u>						
Voluntary income	2	43,850	20,338	-	64,188	64,671
Charitable activities	3	34,955	1,950	-	36,905	29,312
Other trading activities	4	114,588	2,760	-	117,348	81,781
Investment income	5	8	-	-	8	48
Other income	6	42,355	-	-	42,355	53,397
Total income		235,756	25,048	-	260,804	229,209
<u>Expenditure on:</u>						
Raising funds	8	156,412	-	-	156,412	132,659
Charitable activities	9	61,288	34,991	-	96,279	83,981
Total resources expended		217,700	34,991	-	252,691	216,640
Net incoming/(outgoing) resources before transfers		18,056	(9,943)	-	8,113	12,569
Gross transfers between funds	19	(4,371)	4,371	-	-	-
Net income/(expenditure) for the year/ Net movement in funds		13,685	(5,572)	-	8,113	12,569
Fund balances at 1 January 2021		104,972	10,549	356,613	472,134	459,565
Fund balances at 31 December 2021		118,657	4,977	356,613	480,247	472,134

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 LYTTTELTON WELL LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2021

Prior financial year

		Unrestricted funds 2020 £	Restricted funds 2020 £	Endowment funds 2020 £	Total 2020 £
	Notes				
<u>Income and endowments from:</u>					
Voluntary income	2	40,786	23,885	-	64,671
Charitable activities	3	29,292	20	-	29,312
Other trading activities	4	79,081	2,700	-	81,781
Investment income	5	48	-	-	48
Other income	6	53,397	-	-	53,397
Total income		202,604	26,605	-	229,209
<u>Expenditure on:</u>					
Raising funds	8	132,659	-	-	132,659
Charitable activities	9	53,790	30,191	-	83,981
Total resources expended		186,449	30,191	-	216,640
Net incoming/(outgoing) resources before transfers		16,155	(3,586)	-	12,569
Gross transfers between funds		(2,077)	2,077	-	-
Net income/(expenditure) for the year/ Net movement in funds		14,078	(1,509)	-	12,569
Fund balances at 1 January 2020		90,894	12,058	356,613	459,565
Fund balances at 31 December 2020		104,972	10,549	356,613	472,134

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 LYTTTELTON WELL LIMITED

BALANCE SHEET

AS AT 31 DECEMBER 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	14		380,791		382,219
Current assets					
Stocks	15	13,777		12,195	
Debtors	16	6,563		6,527	
Cash at bank and in hand		95,731		82,946	
		116,071		101,668	
Creditors: amounts falling due within one year	17	(16,615)		(11,753)	
Net current assets			99,456		89,915
Total assets less current liabilities			480,247		472,134
Capital funds					
Endowment funds	18		356,613		356,613
Income funds					
Restricted funds	19		4,977		10,549
Unrestricted funds			118,657		104,972
			480,247		472,134

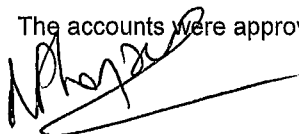
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2021, although an audit has been carried out under section 144 of the Charities Act 2011.

The members have not required the company to obtain an audit of its financial statements under the requirements of the Companies Act 2006, for the year in question in accordance with section 476.

The Board of Trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

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

The accounts were approved by the Board Of Trustees on 25 April 2022



Dr M Harper
Trustee

Company Registration No. 02553905

THE LYTTELTON WELL LIMITED

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	2021 £	£	2020 £	£
Cash flows from operating activities					
Cash generated from operations	22		14,874		12,513
Investing activities					
Purchase of tangible fixed assets		(2,097)		(1,276)	
Interest received		8		48	
Net cash used in investing activities			(2,089)		(1,228)
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			12,785		11,285
Cash and cash equivalents at beginning of year			82,946		71,661
Cash and cash equivalents at end of year			95,731		82,946

THE LYTTTELTON WELL LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

Charity information

The Lyttelton Well Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is Church Street, Malvern, Worcestershire, WR14 2AY.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's memorandum and articles of association, 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 2019). 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 accounts have been prepared under the historical cost convention, the leasehold property being carried at deemed value upon endowment to the charity (Note 18). The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Board of Trustees in furtherance of their charitable objectives.

Restricted funds represent funds received by the charity that have been given for a specific purpose imposed by the donor.

Endowed funds represent the value of buildings gifted by the Diocese on commencement of the charity.

1.4 Incoming resources

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Voluntary income is recognised as an incoming resource when receivable, except insofar as when it is incapable of financial measurement.

Activities for generating funds income is recognised on receipt as this is when it becomes measurable.

Investment income is included in the SOFA in the year in which it is receivable.

Legacies are recognised when there is reasonable probability that the bequest will be received.

Government grants are recognised as an incoming resource when receivable.

THE LYTTTELTON WELL LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

(Continued)

1.5 Resources expended

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

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of resources expended in the SOFA. The Charity is registered for VAT and accordingly expenditure is shown net of recoverable VAT.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold property	not applicable
Plant and machinery	over 5 to 20 years as appropriate on cost
Fixtures, fittings & equipment	over 5 to 10 years as appropriate on cost
Office machinery	over 3 years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the Charity 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).

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, and other short-term liquid investments with original maturities of three months or less.

THE LYTTTELTON WELL LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

(Continued)

1.10 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 Charity's balance sheet when the Charity becomes party to the contractual provisions 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. 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. Financial liabilities classified as payable within one year are not amortised.

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.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.12 Retirement benefits

The charitable company operates a defined contribution pension scheme for eligible employees. The assets of the scheme will be held separately from those of the company in an independently administered fund. The pension cost charge represents contributions that are payable to the fund and amounted to £4,687 (2020 - £4,244). At the year end pension contributions outstanding and included in other creditors amounted to £nil (2020 - £nil).

THE LYTTTELTON WELL LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

2 Voluntary income

	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	£	£	£	£
Donations and gifts	31,850	19,838	51,688	55,471
Legacies receivable	12,000	-	12,000	2,500
Counselling grants received	-	500	500	6,700
	<u>43,850</u>	<u>20,338</u>	<u>64,188</u>	<u>64,671</u>
For the year ended 31 December 2020	<u>40,786</u>	<u>23,885</u>		<u>64,671</u>

3 Charitable activities

	Counselling	Bookshop	Total 2021	Total 2020
	£	£	£	£
Bookshop income	-	34,955	34,955	29,292
Counselling training income	1,950	-	1,950	20
	<u>1,950</u>	<u>34,955</u>	<u>36,905</u>	<u>29,312</u>
Analysis by fund				
Unrestricted funds	-	34,955	34,955	
Restricted funds	1,950	-	1,950	
	<u>1,950</u>	<u>34,955</u>	<u>36,905</u>	

THE LYTTTELTON WELL LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

3 Charitable activities

(Continued)

For the year ended 31 December 2020

	Counselling	Bookshop	Total 2020
	£	£	£
Bookshop income	-	29,292	29,292
Counselling training income	20	-	20
	<u>20</u>	<u>29,292</u>	<u>29,312</u>
Analysis by fund			
Unrestricted funds	-	29,292	29,292
Restricted funds	20	-	20
	<u>20</u>	<u>29,292</u>	<u>29,312</u>

4 Other trading activities

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021	2021	2021	2020	2020	2020
	£	£	£	£	£	£
Fundraising events	-	360	360	266	-	266
Café	104,527	-	104,527	68,395	-	68,395
Room letting income	10,061	2,400	12,461	10,420	2,700	13,120
Other trading activities	<u>114,588</u>	<u>2,760</u>	<u>117,348</u>	<u>79,081</u>	<u>2,700</u>	<u>81,781</u>

During the year, Great Malvern Priory contributed £4,895 (2020 - £6,214) towards the running costs of the Lyttelton Rooms under the joint Operating Agreement with the charity for use of the that building, of which £2,400 (2020 - £2,325) was restricted to the Rooms Maintenance Fund.

5 Investment income

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Interest receivable	<u>8</u>	<u>48</u>

THE LYTTTELTON WELL LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

6 Other income

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Government grants & JRS scheme	42,355	53,397

7 Description of charitable activities

The Well Counselling

The Well Counselling is a long-established counselling service based in the centre of Great Malvern. We provide a safe, confidential place to explore issues which cause distress or difficulty.

Community Support

A chaplaincy service offers prayer and support to those who ask.

Outreach and foodbank

The Lyttelton Well is a collection and distribution centre for the Malvern Hills Foodbank.

Provision of facilities

The Lyttelton Rooms provide a venue for a variety of community related activities.

Bookshop

The provision of faith education through the operation of a bookshop to promote the advancement of Christian religion.

THE LYTTTELTON WELL LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

8 Raising funds

	2021	2020
	£	£
<u>Fundraising and publicity</u>		
Costs of fundraising	55	71
<u>Costs of trading</u>		
Café - direct cost of goods sold	31,876	20,381
Staff costs	81,601	72,788
Depreciation and impairment	3,374	3,706
Costs of trading	116,851	96,875
<u>Share of support and governance costs</u>	39,506	35,713
	156,412	132,659

THE LYTTTELTON WELL LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

9 Charitable activities

	The Well Counselling	Community Support	Outreach and foodbank	Provision of facilities	Bookshop	Total 2021	Total 2020
	£	£	£	£	£	£	£
Staff costs	19,074	-	-	-	21,863	40,937	33,775
Depreciation and impairment	142	-	-	-	5	147	142
Direct expenses	5,630	-	-	-	-	5,630	4,736
Direct expenses - provision of facilities	-	-	-	5,651	-	5,651	5,978
Outreach costs	-	-	1,048	-	-	1,048	463
Sundry expenses	3,588	-	-	-	-	3,588	2,081
Cost of goods sold	-	-	-	-	20,292	20,292	17,814
IT costs	-	-	-	-	849	849	750
	<u>28,434</u>	<u>-</u>	<u>1,048</u>	<u>5,651</u>	<u>43,009</u>	<u>78,142</u>	<u>65,739</u>
Share of support costs (see note 11)	5,102	474	2,903	-	8,834	17,313	17,418
Share of governance costs (see note 11)	235	-	-	-	589	824	824
	<u>33,771</u>	<u>474</u>	<u>3,951</u>	<u>5,651</u>	<u>52,432</u>	<u>96,279</u>	<u>83,981</u>
Analysis by fund							
Unrestricted funds	5,479	474	2,903	-	52,432	61,288	
Restricted funds	28,292	-	1,048	5,651	-	34,991	
	<u>33,771</u>	<u>474</u>	<u>3,951</u>	<u>5,651</u>	<u>52,432</u>	<u>96,279</u>	

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

9 Charitable activities

Unrestricted funds

Restricted funds

- 28 -

THE LYTTTELTON WELL LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

10 Board Of Trustees

None of the Board of Trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the year.

11 Support costs

	Support costs	Governance costs	2021	2020	Basis of allocation
	£	£	£	£	
Staff costs	24,801	-	24,801	22,953	Activity
Insurance	4,038	-	4,038	3,483	Activity
Light and heat	6,881	-	6,881	6,725	Activity
Repairs and maintenance	3,704	-	3,704	2,410	Activity
Rates	2,266	-	2,266	1,287	Activity
Cleaning, health and safety	5,381	-	5,381	8,191	Activity
Office and communications costs	2,266	-	2,266	1,729	Activity
Volunteer costs	231	-	231	89	Activity
Bank charges	2,842	-	2,842	1,635	Activity
Computer expenses	2,390	-	2,390	1,870	Activity
General expenses	488	-	488	1,228	Activity
Audit fees	-	2,302	2,302	2,302	Governance
Legal and professional	-	53	53	53	Governance
	<u>55,288</u>	<u>2,355</u>	<u>57,643</u>	<u>53,955</u>	
Analysed between					
Trading	37,975	1,531	39,506	35,713	
Charitable activities	17,313	824	18,137	18,242	
	<u>55,288</u>	<u>2,355</u>	<u>57,643</u>	<u>53,955</u>	

12 Raising funds - support and governance costs by activity

	2021		2020	
	Café	Lettings	Café	Lettings
	£	£	£	£
Depreciation	1,391	1,983	1,530	2,176
Support costs	17,288	20,687	23,044	11,138
Governance costs	824	707	824	707
	<u>19,503</u>	<u>23,377</u>	<u>25,398</u>	<u>14,021</u>

THE LYTTTELTON WELL LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

13 Employees

Number of employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Management	3	3
Staff	17	20
	<u>20</u>	<u>23</u>

Employment costs

	2021 £	2020 £
Wages and salaries	140,394	123,657
Social security costs	2,258	1,615
Other pension costs	4,687	4,244
	<u>147,339</u>	<u>129,516</u>

Included in the above are fees of £14,400 (2020: £13,140) paid for the provision of counselling services.

The average number of paid staff on a full time equivalent basis during the year was 6 (2020: 6)

There were no employees whose annual remuneration was £60,000 or more.

14 Tangible fixed assets

	Leasehold property £	Plant and machinery £	Fixtures, fittings & equipment £	Office machinery £	Total £
Cost					
At 1 January 2021	356,613	48,110	55,615	9,336	469,674
Additions	-	1,239	130	728	2,097
At 31 December 2021	<u>356,613</u>	<u>49,349</u>	<u>55,745</u>	<u>10,064</u>	<u>471,771</u>
Depreciation and impairment					
At 1 January 2021	-	29,782	48,362	9,313	87,457
Depreciation charged in the year	-	2,305	1,141	77	3,523
At 31 December 2021	<u>-</u>	<u>32,087</u>	<u>49,503</u>	<u>9,390</u>	<u>90,980</u>
Carrying amount					
At 31 December 2021	<u>356,613</u>	<u>17,262</u>	<u>6,242</u>	<u>674</u>	<u>380,791</u>
At 31 December 2020	<u>356,613</u>	<u>18,329</u>	<u>7,254</u>	<u>23</u>	<u>382,219</u>

THE LYTTTELTON WELL LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

15	Stocks	2021	2020
		£	£
	Book stock	11,408	9,826
	Café and other stocks	2,369	2,369
		<u>13,777</u>	<u>12,195</u>
16	Debtors	2021	2020
		£	£
	Amounts falling due within one year:		
	Trade debtors	2,676	103
	Other debtors	1,907	1,939
	Grants receivable	-	2,677
	Prepayments and accrued income	1,980	1,808
		<u>6,563</u>	<u>6,527</u>
17	Creditors: amounts falling due within one year	2021	2020
		£	£
	Other taxation and social security	4,891	4,720
	Other creditors	9,000	4,518
	Accruals and deferred income	2,724	2,515
		<u>16,615</u>	<u>11,753</u>

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

18 Endowment funds

	Balance at 1 January 2020	Movement in funds				Movement in funds				Balance at 31 December 2021
		Incoming resources	Resources expended	Transfers	Investments gains/losses	Balance at 1 January 2021	Incoming resources	Resources expended	Transfers	
	£	£	£	£	£	£	£	£	£	£
Permanent endowments										
Capital fund	356,613	-	-	-	-	356,613	-	-	-	356,613
	<u>356,613</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>356,613</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>356,613</u>

- 32 -

THE LYTTTELTON WELL LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

19 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2020 £	Movement in funds			Transfers 1 January 2021 £	Balance at 1 January 2021 £	Movement in funds			Transfers £	Balance at 31 December 2021 £
		Incoming resources £	Resources expended £				Incoming resources £	Resources expended £			
Well counselling service fund	-	21,673	(23,750)		2,077	-	20,008	(28,291)		8,283	-
Counselling bursary	100	-	-		-	100	-	-		-	100
Marriage courses fund	9	-	-		-	9	-	-		-	9
Outreach food bank fund	581	2,232	(463)		-	2,350	2,640	(1,048)		(3,912)	30
Roof repair fund	3,684	-	(3,684)		-	-	-	-		-	-
Rooms maintenance fund	7,684	2,700	(2,294)		-	8,090	2,400	(5,652)		-	4,838
	12,058	26,605	(30,191)		2,077	10,549	25,048	(34,991)		4,371	4,977

THE LYTTTELTON WELL LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

19 Restricted funds	(Continued)
Transfers	
A transfer of £8,283 has been made from unrestricted funds to restricted funds to cover the resultant deficit on the Counselling Fund. The transfer shown on the Outreach food bank fund, represents the transfer of costs in respect of management time spent in administering the project.	
In the prior year, the funds transfer comprised, a recharge of £750 to the Counselling fund for use of facilities for the first three months of the year, and a transfer from unrestricted funds to restricted funds of £2,827 to cover the resultant deficit on the Counselling fund.	
Description of funds	
Well counselling service - This fund represents money received through donations in support of the counselling service and a grant for counselling.	
Counselling bursary - funds received to enable bursaries for individual training to be awarded.	
Marriage courses fund - This fund represents money received through donations to assist in the cost of providing marriage counselling.	
Outreach food bank fund - This fund represents money received in support of a food bank serving the local area.	
Outreach - non food bank activities - a fund to promote other outreach activities in the community.	
Roof repair fund - This fund represents money received through donations in support of the need to repair the roof of the building in the future.	
Rooms maintenance fund - This fund represents money received from the Great Malvern Priory and is matched by The Lyttelton Well Limited for the maintenance of the rooms.	

THE LYTTTELTON WELL LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

20	Analysis of net assets between funds	Unrestricted funds		Restricted funds		Endowment funds		Total		Unrestricted funds		Restricted funds		Endowment funds		Total	
		2021	£	2021	£	2021	£	2021	£	2020	£	2020	£	2020	£	2020	£
	Fund balances at 31 December 2021 are represented by:																
	Tangible assets	24,178		-		356,613		380,791		25,606		-		356,613		382,219	
	Current assets/(liabilities)	94,479		4,977		-		99,456		79,366		10,549		-		89,915	
		<u>118,657</u>		<u>4,977</u>		<u>356,613</u>		<u>480,247</u>		<u>104,972</u>		<u>10,549</u>		<u>356,613</u>		<u>472,134</u>	

THE LYTTTELTON WELL LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

21 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2021 £	2020 £
Aggregate compensation	70,369	58,198

22 Cash generated from operations

	2021 £	2020 £
Surplus for the year	8,113	12,569
Adjustments for:		
Investment income recognised in statement of financial activities	(8)	(48)
Depreciation and impairment of tangible fixed assets	3,523	3,846
Movements in working capital:		
(Increase)/decrease in stocks	(1,582)	1,705
(Increase)/decrease in debtors	(36)	650
Increase/(decrease) in creditors	4,864	(6,209)
Cash generated from operations	14,874	12,513

