

Registered number: 2734498

Charity number: 1022313

The Cavendish House Trust

UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 JULY 2020

Prepared By:

Unsworth's Accountancy Services Ltd
Chartered Certified
39 Stockwell Road
East Grinstead
West Sussex
RH19 4BD

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2020**

TRUSTEES

L M Carey (resigned 02/03/2020)
C J Chacksfield
M Hughes
A G Levy
S Martin (resigned 17/11/2019)
C Meakings
G A Meakings
J Wilson

SECRETARY

A G Levy

REGISTERED OFFICE

Cavendish House
4 Saxbys Lane
Lingfield
Surrey
RH7 6DN

COMPANY NUMBER

2734498

CHARITY NUMBER

1022313

BANKERS

Barclays Bank

ACCOUNTANTS

Unsworth's Accountancy Services Ltd
Chartered Certified
39 Stockwell Road
East Grinstead
West Sussex
RH19 4BD

**ACCOUNTS
FOR THE YEAR ENDED 31 JULY 2020**

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FOR THE YEAR ENDED 31 JULY 2020

TRUSTEES' REPORT

The trustees present their report and accounts for the year ended 31 July 2020

STRUCTURE GOVERNANCE AND MANAGEMENT

The organisation is a charitable company limited by guarantee not having a share capital and was incorporated on 27 July 1992. The liability of the members, in the event of the winding up of the company, is limited to £1. The company is established under a Memorandum of Association which sets out its objects and is governed by its Articles of Association.

The trustees who served during the year were:

L M Carey (resigned 2 March 2020)

C J Chacksfield (resigned 4 August 2020)

M Hughes

A G Levy

S Martin (resigned 17 November 2019)

C Meakings

G A Meakings

J Wilson

The trustees of the charity are also directors for the purpose of company law. Trustees are appointed by a resolution of the council or by ordinary resolution of the company.

The trust is run by a manager who is responsible to the trustees. The trustees meet at least quarterly during the year.

The trustees make a formal assessment of the major risks to which the charity is exposed on an annual basis. They are satisfied that systems are in place to mitigate exposure to such risks.

OBJECTIVES AND ACTIVITIES

The trust's objects as set out in the Memorandum of Association are the relief of suffering and in particular the care of the mentally handicapped. The trust has a Christian ethos which aims to provide homes for life for adults with learning difficulties. Within this framework, our aim is that all our residents should lead happy and fulfilling lives by providing opportunities to develop their skills, maximise their independence and to interact socially within the local community. Currently, the trust runs one home caring for five residents with varying degrees of disability.

As in previous years, the main objective of the year focused upon maintaining the well-being of the residents whilst maximising each resident's capabilities to their fullest potential and the acquisition of additional property to expand the charity.

The trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit.

FOR THE YEAR ENDED 31 JULY 2020

TRUSTEES' REPORT

ACHIEVEMENTS AND PERFORMANCE

This year has been a year of progress for the trust, having purchased a second property about one hundred metres from Cavendish House, which means in due course the trust will be able to offer another five residents a place to call home. It is anticipated that it will be ready for occupation by the end of January 2020.

As always the trust continues to provide an environment in which the residents are encouraged to lead rewarding and fulfilling lives, to which end they all take part in numerous activities of their own choosing each week.

The trust actively seeks opportunities for the residents to participate in activities within the local community. The residents are part of a local drama group putting on regular productions. They are also involved in helping at the trust's own shop, which has been part of the village for many years. They also help in commercial enterprises including a local shop and plant nursery.

In recent years residents have been encouraged to spread their wings and now their activities include a number of sporting activities including going to the gym, playing football in a disabled league, and going swimming.

FINANCIAL REVIEW

During the year under review, the charity had net income of £43,948 (2019 - £36,816). General funds are maintained at a level approximating to six months charitable expenditure and are felt sufficient to cover any short term additional costs in line with the potential changes in the funding for the type of care the charity provides.

RESPONSIBILITIES OF THE TRUSTEES

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2016. The trustees 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.

This report has been prepared in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities and in accordance with the provisions of the Companies Act 2006 applicable to companies subject to the small companies regime.

The report was prepared in accordance with the special provisions within Part 15 of the Companies Act 2006.

This report was approved by the Board of Trustees on 30 November 2020

FOR THE YEAR ENDED 31 JULY 2020

TRUSTEES' REPORT

A G Levy
Trustee

INDEPENDENT EXAMINER'S STATEMENT

FOR THE YEAR ENDED 31 JULY 2020

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE CAVENDISH HOUSE TRUST

I report on the accounts of the company for the year ended 31 July 2020 .

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of ACCA .

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINERS STATEMENT

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

**INDEPENDENT EXAMINER'S STATEMENT
FOR THE YEAR ENDED 31 JULY 2020**

INDEPENDENT EXAMINERS STATEMENT

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and

- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

.....
Date: 30 November 2020

Unsworth's Accountancy Services Ltd
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39 Stockwell Road
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**Statement of Financial Activities
for the year ended 31 July 2020**

	Unrestricted funds	Restricted funds	2020 Total	2019 Total
	£	£	£	£
Income				
Income from generated funds				
Donations and legacies	11,708	-	11,708	544
Income from Investments	-	-	-	1,827
Income from charitable activities	334,254	-	334,256	335,757
Total Income and endowments	345,962	-	345,964	338,128
Expenses				
Costs of generating funds				
Expenditure on Raised funds	15,430	-	15,430	18,579
Expenditure on Charitable activities	286,584	-	286,585	282,733
Total Expenses	302,014	-	302,015	301,312
Net gains on investments				
Net Income	43,948	-	43,949	36,816
Gains/(losses) on revaluation of fixed assets				
Net movement in funds:				
Net income for the year	43,948	-	43,949	36,816
Total funds brought forward	1,252,603	-	1,252,602	1,215,787
Net funds carried forward	1,296,551	-	1,296,551	1,252,603

This statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

BALANCE SHEET AT 31 JULY 2020

	Notes	2020 £	2019 £
FIXED ASSETS			
Tangible assets	3	947,878	845,395
CURRENT ASSETS			
Debtors (amounts falling due within one year)	4	12,635	16,415
Cash at bank and in hand		<u>346,839</u>	<u>406,841</u>
		359,474	423,256
CREDITORS: Amounts falling due within one year	5	<u>10,801</u>	<u>16,048</u>
NET CURRENT ASSETS		348,673	407,208
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,296,551</u>	<u>1,252,603</u>
CAPITAL AND RESERVES			
Unrestricted funds	7		
General fund		628,875	561,354
Designated funds		<u>667,676</u>	<u>691,249</u>
		<u>1,296,551</u>	<u>1,252,603</u>

For the year ending 31 July 2020 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

Approved by the board of trustees on 30 November 2020 and signed on their behalf by

.....
A G Levy
Trustee

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 JULY 2020**

1. ACCOUNTING POLICIES

1a. Basis Of Accounting

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with FRS102 - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

1b. Incoming Resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

1c. Resources Expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

1d. Allocation And Apportionment Of Costs

All costs relate to the single activity of the charitable company and are recognised accordingly.

1e. Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Designated funds are funds set aside by the trustees out of unrestricted general funds for the specific future purposes or projects.

1f. Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Land And Buildings	straight line over 50 years%
Fixtures and Fittings	reducing balance 20%
Equipment	reducing balance 20%
Motor Cars	reducing balance 25%

1g. Turnover

Turnover represents the invoiced value of goods and services supplied by the company, net of value added tax and trade discounts.

1h. Government Grants Deferred

Government grants received are treated as deferred credits and credited to profit and loss account over the estimated useful life of the relevant fixed assets.

2. GOVERNMENT GRANTS

	2020	2019
	£	£
Government grant received CJRS	<u>2,613</u>	<u>-</u>

The above grants have been recognised in the profit and loss account and matched with the expenditure towards which they are intended to contribute

3. TANGIBLE FIXED ASSETS

	Land And Buildings £	Fixtures and Fittings £	Equipment £	Motor Cars £	Total £
Cost					
At 1 August 2019	249,170	19,498	10,169	28,320	307,157
Additions	<u>126,057</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>126,057</u>
At 31 July 2020	<u>375,227</u>	<u>19,498</u>	<u>10,169</u>	<u>28,320</u>	<u>433,214</u>
Depreciation					
At 1 August 2019	(578,586)	12,120	8,186	20,042	(538,238)
For the year	<u>19,632</u>	<u>1,475</u>	<u>397</u>	<u>2,070</u>	<u>23,574</u>
At 31 July 2020	<u>(558,954)</u>	<u>13,595</u>	<u>8,583</u>	<u>22,112</u>	<u>(514,664)</u>
Net Book Amounts					
At 31 July 2020	<u>934,181</u>	<u>5,903</u>	<u>1,586</u>	<u>6,208</u>	<u>947,878</u>
At 31 July 2019	<u>827,756</u>	<u>7,378</u>	<u>1,983</u>	<u>8,278</u>	<u>845,395</u>

4. DEBTORS

	2020	2019
	£	£
Amounts falling due within one year:		
Trade debtors	2,928	5,598
Other debtors	<u>9,222</u>	<u>10,817</u>
	<u>12,150</u>	<u>16,415</u>

5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade creditors	-	4,934
Taxation and social security	7,518	7,765
Other creditors	3,283	3,349
	<u>10,801</u>	<u>16,048</u>

6. LIMITED BY GUARANTEE

The company is limited by guarantee and does not have a share capital. Each member gives a guarantee to contribute a sum not exceeding £1, to the company should it be wound up. At 31 July 2020 there were 6 members.

7. UNRESTRICTED FUNDS

	Brought forward	Incoming resources	Outgoing resources	Transfers	Carried forward
	£	£	£	£	£
General fund	561,354	345,963	(278,442)	-	628,875
Tangible Fixed Assets Fund	251,249	-	(23,573)	-	227,676
Development Fund	440,000	-	-	-	440,000
	<u>1,252,603</u>	<u>345,963</u>	<u>(302,015)</u>	<u>-</u>	<u>1,296,551</u>

Tangible Fixed Assets Fund

The Tangible Fixed Assets fund represents the proportion of the total funds that are represented by the tangible fixed assets of the Trust.

Development Fund

The Development Fund represents sums set aside for the future development of the services provided by the company which may include the purchase and refurbishment of a second home.

Incoming Resources
for the year ended 31 July 2020

	2020	2019
	£	£
Incoming resources		
Incoming resources from generated funds		
Voluntary income: donations and fundraising		
Donations and fundraising	<u>9,095</u>	<u>544</u>
	9,095	544
	<u>11,708</u>	<u>544</u>
Investment income		
Interest received	<u>-</u>	<u>1,827</u>
	-	1,827
	<u>-</u>	<u>1,827</u>
Charitable activities		
Shop takings	<u>21,484</u>	<u>37,057</u>
	21,484	37,057
Activities to further the charity's objects:		
Fees received for the care of residents	<u>312,772</u>	<u>298,700</u>
	312,772	298,700
	<u>334,256</u>	<u>335,757</u>
	<u>345,964</u>	<u>338,128</u>

The Cavendish House Trust

**Expenses
for the year ended 31 July 2020**

	2020	2019
	£	£
Expenses		
Costs of generating funds		
Fundraising Trading Costs		
Shop rent, rates, electricity and insurance	13,842	16,856
Shop repairs and waste disposal	1,588	1,723
	<u>15,430</u>	<u>18,579</u>
	<u>15,430</u>	<u>18,579</u>
 Charitable Activities		
General Fund		
Food and household expenses	13,594	9,587
Day care costs	489	711
Advertising for residents	1,223	414
Staff entertaining and gifts	295	653
Rates and water	5,359	3,460
Insurance	8,000	6,069
Heat and light	5,999	4,401
Cleaning	176	540
Repairs and maintenance	8,566	10,676
Staff wages and salaries	200,995	205,778
Freelance advocacy and counselling	60	613
Staff recruitment, DBS checks and training costs	644	850
Staff training costs	725	2,110
Website design and hosting and other computer costs	2,123	1,308
Motor and travelling expenses	3,997	4,691
Accountancy fees	2,971	745
Pension advice fees	376	-
Legal and surveyor's fees	1,620	-
Printing, postage and stationery	682	1,188
Telephone	1,096	850
Subscriptions	170	58
Registration fees	816	836
Outings and activities	1,310	4,019
Bank charges	-	92
Sundry expenses	1,724	875
Depreciation of land and buildings	19,633	17,109
Depreciation of fixtures and fittings	1,475	1,844
Depreciation of equipment	397	496
Depreciation of motor cars	2,070	2,760
	<u>286,585</u>	<u>282,733</u>

