

# RAPHAEL CENTRE

England & Wales · Charity number 1033103

## Details

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**Other names** RAPHAEL HOUSE

**Status** Registered

**Legal form** Charitable company

**Company number** [02629063](#)

**Registered** 1994-02-23

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 3 Hillside  
Cotham  
Bristol  
BS6 6JP

**Phone** 01179745297

**Email** [office@raphaelcentre.org](mailto:office@raphaelcentre.org)

**Website** <https://www.raphaelcentre.org/>

## Activities

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**Objects:** TO PROVIDE AND ASSOCIATED FACILITIES FOR ADULTS WHO BY REASON OF GENETIC OR OTHER DISABILITIES ARE MENTALLY HANDICAPPED AND IN NEED OF CARE AND SUPPORT TO ASSIST THEM IN OVERCOMING POVERTY OR CONDITIONS OF HARDSHIP OR DISTRESS AND TO ENABLE THEM TO LIVE AS FULL AND INDEPENDENT A LIFE AS POSSIBLE

**Activities:** housing management and support for people with learning disabilities

## Classification

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- **How:** Provides Human Resources, Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Disability, Accommodation/housing, Arts/culture/heritage/science
- **Who:** People With Disabilities

## Geography

- Bristol City

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£502,509	£430,115	£216,259	10
2024-03-31	£378,789	£361,940	-	-
2023-03-31	£308,124	£309,025	-	-
2022-03-31	£352,272	£308,162	-	-
2021-03-31	£329,040	£325,183	-	-

## Trustees

Name	Role	Appointed
Elisabeth Winkler		2012-02-21
Jamie Golding		2022-11-28
Rob Ford		2023-01-30
Sarah McWilliams		2022-10-24
Sue Turner		2022-04-06

**RAPHAEL CENTRE**

England & Wales - Charity number 1033103

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# Accounts

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Company registration number: 02629063  
Charity registration number: 1033103

**RAPHAEL CENTRE  
TRUSTEES' REPORT AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

## Raphael Centre Contents

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**Raphael Centre**  
**Company No. 02629063**  
**Trustees' Report For The Year Ended 31 March 2025**

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The trustees present their report and the financial statements for the year ended 31 March 2025.

## **Objectives and Activities**

### **Aims and Objectives**

#### **Objectives and activities for the public benefit**

The objects of the charity are as defined in the charity's governing document and continue to be to provide care and associated facilities for vulnerable adults with learning difficulties and in need of care and support to assist them in overcoming poverty or conditions of hardship or distress and to enable them to live as full and independent a life as possible.

Please note: Raphael Centre uses the term 'resident' over the legal term 'tenant'.

## **Achievements and Performance**

### **Main Achievements**

In post since 7 November 2023, manager Nick Blount continues to facilitate Raphael Centre's unique holistic approach while ensuring compliance and financial sustainability. The board is keen to see its holistic model shared more widely without compromising on care quality; to this end, Raphael Centre secured an outreach contract with a resident prior to them moving in to help with transitioning the move in January 2025.

### **Staffing and Training**

Raphael Centre has increased staffing in line with the increase of residents' one-to-one hours: currently 13 members of staff work weekly (full and part-time).

#### **Staffing hours per week**

329 hours per week (240 hours with full-time staff and 89 hours from part-time). This includes bank staff hours to cover holidays, and additional staff for residents' holidays.

Compared to the same period last year, staffing hours have increased by an additional 47 hours per week.

All-staff have been inducted in ongoing mandatory health and social care online training by Care Skills Academy. All full-time staff are doing an in-person First Aid training in February 2026. Full-time staff have been offered NVQ training due to commence in early 2026.

### **Pay review**

In line with Raphael Centre's ethos to pay staff above the minimum wage (when finances allow), the February 2025 review paid non-managerial support workers an additional 50p-£1per hour over the national minimum wage for April 2025 (national minimum wage £11.51per hour for over 21-year-olds).

The pay increase represented a 3% increase in line with inflation, with the managing team (deputy and manager) receiving a slightly above inflation increase to recognise additional responsibilities. In July 2025, under 21-year-old staff were brought in line with the others to recognise their long-term commitment, hard work, reliability and punctuality.

There will be a staff pay review in February 2026 (as per the last three years).

### **Fraud case**

The police investigation arising from a previous manager's dismissal (May 2022) continues; the fraud case file has been submitted to the Crown Prosecution Service (CPS).

### **Residents and rooms report**

Raphael Centre has ten tenants; the last two moving in, respectively, in November 2024 and January 2025.

The tenants' service charge rose from £40 per week to £50 per week from 1 December 2024 to cover increases in utilities and communal food. There is an anticipated increase in December 2025.

The manager conducted a tenant satisfaction survey in line with council guidelines. No issues raised through survey, and the next survey is Jan 2026.

The residents' rooms are being redecorated, slowly and surely, as is the rest of the house.

Residents' care plans and risk assessments are updated annually as is best practice and updated if there is any change of circumstances.

**Raphael Centre  
Trustees' Report (continued)  
For The Year Ended 31 March 2025**

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## **Financial Review**

### **Financial Position**

Raphael Centre continues to show a surplus.

Raphael Centre continued to cost its operation to provide evidence for a housing benefit review with consultants MRAssociates; this included the annual pay review (as above) and a sinking fund for foreseen and unforeseen repairs set for £2,000 per month from January 2025.

It has decided to set up a new bank account specifically for donations.

Raphael Centre continues to review its policies in line with best practice, and these will be reviewed again in the new year 2026. Currently, all policies are up to date, and a new policy has been added for Sexual Conduct.

The Fire Safety audit including fire alarms and equipment has been signed off. Raphael Centre meets all standards required. Annual fire review due in May 2026.

### **Landlord rent and lease**

The landlord's rent charged to Raphael Centre was increased for the first time in five years from £44,000 pa to 50,000 pa on 1 January 2025. An index-linked rent review will take place after 1 January 2026 according to the terms of the Deed of Variation. The Deed of Variation, intended to clarify the terms of the lease, was signed by the landlord and tenant in March 2025. Both lease and variation are available on request from [e.winkler@raphaelcentre.org](mailto:e.winkler@raphaelcentre.org)

### **Reserves Policy**

The charity requires sufficient reserves, in the form of working capital, in order to operate. Raphael Centre's reserves aim to ensure that the charity can meet three months of its running costs (including staff wages, rent, and essential services) in the face of an unexpected financial crisis such as insolvency. Historically levels of reserves have been substantially below this figure. Running costs (trading expenses) for three months are estimated at £70,000. The management committee considered that a level representing three month's trading expenses is justifiable. The policy, reviewed annually by the management committee before the Annual General Meeting, was submitted to the meeting for approval which agreed that three months' reserve was sufficient.

### **Investment Policy**

Aside from retaining a prudent amount in reserves each year most of the money is spent in the short term so there are few funds for long term investment. Having options available, the Management Committee has decided to invest the available funds in ethical deposits. This has been the policy for many years and the Management Committee has been satisfied with the return from this type of deposit. It is also opening a high interest savings account.

### **Principal Risks and Uncertainties**

The Management Committee has conducted a review of the major risks to which the charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. External risks to funding cannot be influenced but are monitored closely. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects.

Procedures are in place to ensure compliance with health and safety of staff, volunteers and residents. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Policies and procedures are reviewed annually, as above.

As above, residents' needs are monitored and noted daily, and a person-centred review is conducted with residents annually, due in 2026 new year.

Staff supervisions are conducted as required, usually every 6-12 weeks.

### **Investment Policy**

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## **Structure, Governance and Management**

**Raphael Centre  
Trustees' Report (continued)  
For The Year Ended 31 March 2025**

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**Governing Document**

The charity is registered under the Companies Act 2006 and is limited by guarantee. Its objects and constitution are defined in its Governing Document, The Memorandum and the Articles of the Association.

The directors of the company are also charity Trustees for the purposes of charity law and are known as members of the management committee. The members who served throughout the year and up to the date of this report are listed on page 1.

**Trustee Selection Methods**

Raphael Centre's board had one resignation in January 2024, and continues in strength, with trustees meeting monthly to put their collective experience of construction; corporate practice; marketing; charity communications, and social care at the charity's service. As per the previous report, the board seeks to expand its expertise by seeking trustees with a strong financial background and/or building expertise, for instance, a retired building surveyor and/or a retired accountant. To express interest in joining the trustee board, please contact [e.winkler@raphaelcentre.org](mailto:e.winkler@raphaelcentre.org)

**Reference and Administrative Details**

**Trustees**

Mr Jamie Golding  
Ms Sarah McWilliams  
Ms Sue Turner  
Ms Elizabeth Winkler - Secretary  
Mr Robert Ford

**Charity Number**

1033103

**Company Number**

02629063

**Registered Office**

Raphael House  
3 Hillside  
Cotham  
Bristol  
BS6 6JP

**Independent Examiner**

R Barnett ACA  
ArchElm Chartered Accountants  
23 Westfield Park  
Redland  
Bristol  
BS6 6LT

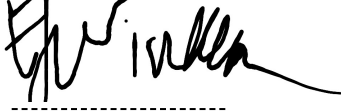
**Raphael Centre  
Trustees' Report (continued)  
For The Year Ended 31 March 2025**

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**Small Company Rules**

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

The trustees' report was approved by the board of trustees and signed on its behalf by:



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Ms Elizabeth Winkler

Trustee

Date

18 Dec 2025

**Raphael Centre**  
**Independent Examiner's Report to the Trustees of Raphael Centre**  
**For The Year Ended 31 March 2025**

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I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

**Responsibilities and Basis of Report**

As the charity trustees of the Company (and also its directors for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

**Independent Examiner's Statement**

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

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R Barnett ACA  
Date  
23 Westfield Park  
Redland  
Bristol  
BS6 6LT

**Raphael Centre**  
**Statement of Financial Activities (including Income and Expenditure Account)**  
**For The Year Ended 31 March 2025**

	<b>Notes</b>	<b>2025</b> <b>Unrestricted</b> <b>funds</b> <b>£</b>	<b>2024</b> <b>Unrestricted</b> <b>funds</b> <b>£</b>
<b>INCOME AND ENDOWMENTS FROM:</b>			
Donations and legacies	<b>3</b>	1,114	299
Charitable activities:	<b>4</b>		
Residential support		497,998	377,380
Investments	<b>5</b>	3,397	1,109
		502,509	378,788
<b>EXPENDITURE ON:</b>			
Charitable activities:	<b>7</b>		
Residential support		(430,115)	(361,940)
<b>NET INCOME</b>		72,394	16,848
<b>NET MOVEMENT IN FUNDS</b>		72,394	16,848
<b>RECONCILIATION OF FUNDS:</b>			
Total funds brought forward		143,865	127,017
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>17</b>	216,259	143,865

The notes on pages 9 to 16 form part of these financial statements.

**Raphael Centre  
Statement of Financial Position  
As At 31 March 2025**

	Notes	2025 Unrestricted funds £	2024 Total funds £
<b>FIXED ASSETS</b>			
Tangible Assets	<b>13</b>	1,163	692
		<u>1,163</u>	<u>692</u>
<b>CURRENT ASSETS</b>			
Debtors	<b>14</b>	43,872	64,142
Cash at bank and in hand		192,525	103,047
		<u>236,397</u>	<u>167,189</u>
<b>Creditors: Amounts Falling Due Within One Year</b>	<b>15</b>	<u>(21,301)</u>	<u>(24,016 )</u>
<b>NET CURRENT ASSETS (LIABILITIES)</b>		<u>215,096</u>	<u>143,173</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>216,259</u>	<u>143,865</u>
<b>NET ASSETS</b>		<u>216,259</u>	<u>143,865</u>
<b>FUNDS OF THE CHARITY</b>			
Unrestricted Funds		<u>216,259</u>	<u>143,865</u>
<b>TOTAL FUNDS</b>	<b>17</b>	<u>216,259</u>	<u>143,865</u>

For the year ending 31 March 2025 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

The trustees 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.

On behalf of the board

*SCMcWilliams*

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Ms Sarah McWilliams

Trustee

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18 Dec 2025

The notes on pages 9 to 16 form part of these financial statements.

**Raphael Centre  
Statement of Cash Flows  
For The Year Ended 31 March 2025**

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	<b>Notes</b>	<b>2025 £</b>	<b>2024 £</b>
<b>Cash flows from operating activities</b>			
Net cash generated from/(used in) operations	<b>1</b>	86,939	(9,070 )
Net cash generated from/(used in) operating activities		<u>86,939</u>	<u>(9,070 )</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible assets		(858 )	-
Interest received		3,397	1,109
Net cash generated from investing activities		<u>2,539</u>	<u>1,109</u>
Increase/(decrease) in cash and cash equivalents		<u>89,478</u>	<u>(7,961 )</u>
Cash and cash equivalents at beginning of year	<b>2</b>	103,047	111,008
Cash and cash equivalents at end of year	<b>2</b>	<u><u>192,525</u></u>	<u><u>103,047</u></u>

**Raphael Centre**  
**Notes to the Statement of Cash Flows**  
**For The Year Ended 31 March 2025**

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**1. Reconciliation of income to cash generated from/(used in) operations**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Net income	72,394	16,848
<i>Adjustments for:</i>		
Interest income	(3,397 )	(1,109 )
Depreciation of tangible assets	387	556
<i>Movements in working capital:</i>		
Decrease/(increase) in trade and other debtors	20,270	(26,070 )
(Decrease)/increase in trade and other creditors	(2,715 )	705
Net cash generated from/(used in) operations	86,939	(9,070 )

**2. Cash and cash equivalents**

Cash and cash equivalents, as stated in the Statement of Cash Flows, relates to the following items in the Balance Sheet:

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Cash at bank and in hand	192,525	103,047

**3. Analysis of changes in net funds**

	<b>As at 1 April 2024</b>	<b>Cash flows</b>	<b>As at 31 March 2025</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Cash at bank and in hand	103,047	89,478	192,525

# Raphael Centre

## Notes to the Financial Statements

### For The Year Ended 31 March 2025

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#### 1. General Information

Raphael Centre is a company limited by guarantee, incorporated in England & Wales, registered number 02629063 and registered charity number 1033103. The registered office is Raphael House, 3 Hillside, Cotham, Bristol, BS6 6JP.

#### 2. Accounting Policies

##### 2.1. Basis of Preparation of Financial Statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) "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)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

The charitable company is a Public Benefit Entity as defined by FRS 102.

##### 2.2. Going Concern Disclosure

The trustees have not identified any material uncertainties related to events or conditions that may cast significant doubt about the charitable company's ability to continue as a going concern.

##### 2.3. Fund Accounting

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

Designated funds comprise unrestricted funds that have been set aside by the trustees for a specific purpose.

Restricted funds are to be used for specific purposes as laid down by the donor.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

##### 2.4. Incoming Resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### 2.5. Resources Expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

**Raphael Centre**  
**Notes to the Financial Statements (continued)**  
**For The Year Ended 31 March 2025**

**2.6. Tangible Fixed Assets and Depreciation**

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures & Fittings	25% reducing balance
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**2.7. Cash and Cash Equivalents**

Cash and cash equivalents are basic financial assets and include cash in hand and deposits held at call with banks, other short-term highly liquid investments that mature in no more than three months from the date of acquisition and are readily convertible to a known amount of cash with insignificant risk of change in value, and bank overdrafts.

**2.8. Financial Instruments**

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

**2.9. Pensions**

The charitable company operates a defined pension contribution scheme. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

**3. Income from Donations and Legacies**

	<b>2025</b>	<b>2024</b>
	<b>Unrestricted funds</b>	<b>Unrestricted funds</b>
	<b>£</b>	<b>£</b>
Donations and gifts	456	299
Grants	658	-
	1,114	299
	1,114	299

**4. Income from Charitable Activities**

**Raphael Centre**  
**Notes to the Financial Statements (continued)**  
**For The Year Ended 31 March 2025**

	<b>2025</b>	<b>2024</b>
	<b>Unrestricted funds</b>	<b>Unrestricted funds</b>
	<b>£</b>	<b>£</b>
Residential support	497,998	377,380

**5. Investment Income**

	<b>2025</b>	<b>2024</b>
	<b>Unrestricted funds</b>	<b>Unrestricted funds</b>
	<b>£</b>	<b>£</b>
Bank interest receivable	3,397	1,109

**6. Net Income/(Expenditure)**

The net income is stated after charging/(crediting):

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Depreciation of tangible fixed assets - owned	387	556

**7. Analysis of Expenditure**

	<b>2025</b>		
	<b>Activities undertaken directly</b> (see note 8 )	<b>Support costs</b> (see note 9 )	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Residential support	371,066	59,049	430,115

	<b>2024</b>		
	<b>Activities undertaken directly</b> (see note 8 )	<b>Support costs</b> (see note 9 )	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Residential support	311,136	50,804	361,940

**8. Direct Costs**

	<b>2025</b>
	<b>Residential support</b>
	<b>£</b>
Employee costs	291,860
Premises expenses	62,782
General administration	13,492
Other	2,932
	371,066

**Raphael Centre**  
**Notes to the Financial Statements (continued)**  
**For The Year Ended 31 March 2025**

	<b>2024</b> <b>Residential support</b> <b>£</b>
Employee costs	236,109
Premises expenses	61,044
General administration	10,215
Other	3,768
	311,136

**9. Support Costs**

	<b>2025</b> <b>Residential support</b> <b>£</b>
Premises expenses	2,422
General administration	42,643
Depreciation	387
Governance costs	13,597
	59,049

	<b>2024</b> <b>Residential support</b> <b>£</b>
Premises expenses	7,790
General administration	24,540
Depreciation	556
Governance costs	17,918
	50,804

**10. Independent Examiner's Remuneration**

	<b>2025</b> <b>£</b>	<b>2024</b> <b>£</b>
Independent examination of the financial statements	1,000	1,000
Other assurance services	-	-
Tax advisory services	-	-
Other financial services	-	-
	1,000	1,000

**Raphael Centre**  
**Notes to the Financial Statements (continued)**  
**For The Year Ended 31 March 2025**

**11. Staff Costs**

Staff costs were as follows:

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Wages and salaries	269,595	220,649
Social security costs	15,606	10,936
Other pension costs	4,460	3,164
	289,661	234,749
	289,661	234,749

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

**12. Average Number of Employees**

Average number of employees during the year was as follows:

	<b>2025</b>	<b>2024</b>
Charitable Activities	8	8
Administration	2	2
	10	10
	10	10

**13. Tangible Assets**

	<b>Fixtures &amp; Fittings</b>
	<b>£</b>
<b>Cost</b>	
As at 1 April 2024	45,085
Additions	858
As at 31 March 2025	45,943
	45,943
<b>Depreciation</b>	
As at 1 April 2024	44,393
Provided during the period	387
As at 31 March 2025	44,780
	44,780
<b>Net Book Value</b>	
As at 31 March 2025	1,163
As at 1 April 2024	692
	692

**14. Debtors**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
<b>Due within one year</b>		
Trade debtors	4,536	11,856
Other debtors	39,336	52,286
	43,872	64,142
	43,872	64,142

**Raphael Centre**  
**Notes to the Financial Statements (continued)**  
**For The Year Ended 31 March 2025**

**15. Creditors: Amounts Falling Due Within One Year**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Trade creditors	1,588	4,384
Other creditors	8,500	8,500
Taxation and social security	7,294	8,195
Accruals and deferred income	3,919	2,937
	21,301	24,016

**16. Pension Commitments**

The charitable company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charitable company in an independently administered fund.

During the year the charge to the statement of financial activities in respect of defined contribution schemes was £4,460 (2024: £3,164).

At the statement of financial position date contributions of £NIL were due to the fund and are included in creditors.

**17. Movement in Funds**

	<b>As at 1 April 2024</b>	<b>Income</b>	<b>Expenditure</b>	<b>As at 31 March 2025</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>				
General:				
General unrestricted fund	78,865	502,509	(430,115)	151,259
Designated:				
Designated Fund	65,000	-	-	65,000
<b>Total unrestricted funds</b>	143,865	502,509	(430,115)	216,259
<b>Total funds</b>	143,865	502,509	(430,115)	216,259
	<b>As at 1 April 2023</b>	<b>Income</b>	<b>Expenditure</b>	<b>As at 31 March 2024</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>				
General:				
General unrestricted fund	62,017	378,788	(361,940)	78,865
Designated:				
Designated Fund	65,000	-	-	65,000
<b>Total unrestricted funds</b>	127,017	378,788	(361,940)	143,865
<b>Total funds</b>	127,017	378,788	(361,940)	143,865

**18. Transactions with Trustees**

**Raphael Centre**  
**Notes to the Financial Statements (continued)**  
**For The Year Ended 31 March 2025**

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None of the trustees received any remuneration or any other benefits from an employment with the charity or a related entity during the current or previous year.

No trustee expenses have been incurred.

**19. Related Party Disclosures**

There have been no related party transactions in the reporting period that require disclosure.

**20. Company limited by guarantee**

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

**Raphael Centre**  
**Detailed Statement of Financial Activities (including Income and Expenditure Account)**  
**For The Year Ended 31 March 2025**

	<b>2025</b>	<b>2024</b>
	<b>Total funds</b>	<b>Total funds</b>
	<b>£</b>	<b>£</b>
<b>INCOME AND ENDOWMENTS FROM:</b>		
<b>Donations and legacies</b>		
Donations and gifts	456	299
Grants	658	-
	1,114	299
<b>Charitable Activities:</b>		
<b>Residential support</b>		
Income from charitable activities	479,518	356,983
Recharged expenditure	18,480	20,397
	497,998	377,380
<b>Investments</b>		
Bank interest receivable	3,397	1,109
	3,397	1,109
	502,509	378,788
<b>EXPENDITURE ON:</b>		
<b>Charitable Activities:</b>		
<b>Residential support</b>		
Wages and salaries	(269,595)	(220,649)
Employers NI	(15,606)	(10,936)
Employers pensions - defined contribution schemes	(4,460)	(3,164)
Travel and subsistence expenses	(2,199)	(1,360)
Health safety and Training	(3,250)	(690)
Workshop and therapy	(26)	(34)
Rent rates and utilities	(62,782)	(61,044)
Insurance	(10,216)	(9,491)
Other direct costs	(2,932)	(3,768)
Janitorial and household	(2,422)	(7,790)
Repairs, renewals and maintenance	(36,833)	(21,359)
Telecommunications and data costs	(1,410)	(1,460)
Subscriptions	(305)	(178)
Other office costs	(1,347)	(1,250)
Sundry expenses	(2,748)	(293)
Depreciation	(387)	(556)
Independent examiner's fees	(1,000)	(1,000)
Accountancy fees	(7,644)	(11,985)
Legal fees	(454)	(212)
Professional fees	(1,421)	(2,484)
Consultancy fees	(3,078)	(2,237)
	(430,115)	(361,940)
	(430,115)	(361,940)
<b>NET INCOME</b>	72,394	16,848



**Issuer** ArchElm Chartered Accountants

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### Parties involved with this document

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### Audit history log

Date	Action
Thu, 18th Dec 2025 17:45:10 GMT	Envelope generated with fingerprint 788d7697eae98098930bda0e0d9cdb90 (18.133.63.166)
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Thu, 18th Dec 2025 17:45:10 GMT	Document generated with fingerprint 4c63bf99610171435a1bd806da2cfbec. (18.133.63.166)
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Thu, 18th Dec 2025 17:45:24 GMT	Sent the envelope to Ms Sarah McWilliams for signing
Thu, 18th Dec 2025 17:45:24 GMT	Document emailed to party email
Thu, 18th Dec 2025 18:27:47 GMT	Ms Sarah McWilliams viewed the envelope (86.12.60.192)
Thu, 18th Dec 2025 18:31:49 GMT	Ms Sarah McWilliams signed the envelope (86.12.60.192)
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Thu, 18th Dec 2025 18:31:49 GMT	Document emailed to party email
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Thu, 18th Dec 2025 19:51:53 GMT	Ms Elizabeth Winkler signed the envelope (193.160.247.18)
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	Document URL:

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**RAPHAEL CENTRE**

England & Wales - Charity number 1033103

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# Accounts

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**Raphael Centre**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**31 March 2024**

**ARCHELM**  
Chartered accountants  
Ground Floor  
23 Westfield Park  
Redland  
Bristol  
BS6 6LT

# Raphael Centre

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2024

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Trustees' annual report (incorporating the director's report)	<b>1</b>
Independent examiner's report to the trustees	<b>6</b>
Statement of financial activities (including income and expenditure account)	<b>7</b>
Statement of financial position	<b>8</b>
Notes to the financial statements	<b>9</b>
<b>The following pages do not form part of the financial statements</b>	
Detailed statement of financial activities	<b>19</b>
Notes to the detailed statement of financial activities	<b>21</b>

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# Raphael Centre

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2024

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The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2024.

#### Reference and administrative details

**Registered charity name** Raphael Centre

**Charity registration number** 1033103

**Company registration number** 2629063

**Principal office and registered office** Raphael House  
3 Hillside  
Cotham  
Bristol  
BS6 6JP

#### The trustees

Ms A Jay  
Ms S Turner  
Ms P Winkler (Resigned 21 January 2024)  
Ms S McWilliams  
Mr J Golding

**Company secretary** E Winkler

**Independent examiner** Archelm Chartered Accountants  
Ground Floor  
23 Westfield Park  
Redland  
Bristol  
BS6 6LT

# Raphael Centre

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2024

---

#### **Structure, governance and management**

The charity is registered under the Companies Act 2006 and is limited by guarantee. Its objects and constitution are defined in its Governing Document, The Memorandum and the Articles of the Association.

The directors of the company are also charity Trustees for the purposes of charity law and are known as members of the management committee. The members who served throughout the year and up to the date of this report are listed on page 1.

Raphael Centre's board had one resignation in January 2024, and continues in strength, with trustees meeting monthly to put their collective experience of construction; corporate practice; marketing; charity communications, and social care at the charity's service. As per the previous report, the board seeks to expand its expertise by seeking trustees with a strong financial background and/or building expertise, for instance, a retired building surveyor and/or a retired accountant. To express interest in joining the trustee board, please contact [e.winkler@raphaelcentre.org](mailto:e.winkler@raphaelcentre.org)

#### **Objectives and activities for the public benefit**

The objects of the charity are as defined in the charity's governing document and continue to be to provide care and associated facilities for adults who by reason of genetic or other disabilities are mentally handicapped and in need of care and support to assist them in overcoming poverty or conditions of hardship or distress and to enable them to live as full and independent a life as possible. Please note: This description is based on terminology in the charity's memorandum which trustees recognise needs to be updated. The trustees are starting the process of rewriting it.

# Raphael Centre

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2024

---

#### **Achievements and performance**

Full-time manager since 7 November 2023, Nick Blount has helped Raphael go from strength to strength, facilitating Raphael Centre's unique holistic approach to flourish while ensuring compliance and financial sustainability.

#### **Staffing and Training**

We have lost and gained staff members this year. Raphael Centre has increased staffing in line with the increase of residents' one-to-one hours: currently 12 members of staff work weekly (full and part-time) with four bank staff to call on. There will be a further two full-time staff added following the arrival of two new residents December 2024.

We no longer have a part-time cleaner on the payroll; cleaning is now done by existing staff and residents.

All-staff mandatory health and social care training and funding is lined-up for 2025 new year.

There will be a staff pay review in February 2025 (as per the last two years); this will be in line with the national minimum wage increase in April 2025.

The police investigation arising from a previous manager's dismissal (May 2022) continues; the fraud case file is currently pending review by the case progression team (regarding final compliance checks) and Raphael Centre awaits to hear once it has been submitted to CPS.

#### **Tenants Report**

The ninth room will finally be tenanted after being untenanted for two years (since August 2022) whilst it was made habitable due to damp repairs; a tenth room has been enabled by moving the office from the first floor to second floor kitchen (historically where the office used to be).

Two new tenants will be moving (25th November and the second one start of December 2024).

The tenants' service charge, which has not risen for several years, will rise from £40 per week to £50 per week starting from 1 December 2024; this will cover increases in utilities and communal food.

In the new year the manager will conduct a tenant satisfaction survey in line with council guidelines.

# Raphael Centre

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2024

---

#### Financial review

Raphael Centre continues to show a surplus, and this will increase with the two new residents, bringing-in an additional income of approx £1,000 per month from housing benefit and additional one-to-one support hours.

Raphael Centre continues to cost every aspect of its operation in order to provide costed evidence for a housing benefit review with consultants MRAssociates; this includes creating a realistic and sustainable sinking fund for foreseen and unforeseen repairs; this has been set for £2,000 per month from January 2025.

The landlord's rent charged to Raphael Centre will be increased for the first time for at least five years from just under £44,000 pa to 50,000 pa.

Raphael Centre continues to review its policies particularly around Finance, Safeguarding and Medications in line with best practice, and these will be reviewed again in the new year 2025.

The Fire Safety audit has been signed off. Raphael Centre meets all standards required. The fire alarm has no problems but it may be changed in a few years.

#### Reserves Policy

The charity requires sufficient reserves, in the form of working capital, in order to operate. The management committee considered that a level representing three month's trading expenses is justifiable.

Historically levels of reserves have been substantially below this figure. The charity aims to increase its reserves to that level as trading conditions permit, but not at the expense of the aims of the charity. This policy will be reviewed annually by the management committee before the Annual General Meeting, and submitted to the meeting for approval.

#### Investment Policy

Aside from retaining a prudent amount in reserves each year most of the money is spent in the short term so there are few funds for long term investment. Having options available, the Management Committee has decided to invest the available funds in ethical deposits. This has been the policy for many years and the Management Committee has been satisfied with the return from this type of deposit. It is also opening a high interest savings account.

# Raphael Centre

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2024

---

#### Financial review *(continued)*

#### Principal Risks and Uncertainties

The Management Committee has conducted a review of the major risks to which the charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. External risks to funding cannot be influenced but are monitored closely. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects.

Procedures are in place to ensure compliance with health and safety of staff, volunteers, and residents. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Policies and procedures are reviewed annually. Residents' needs are reviewed as and when hourly and daily, and regularly documented monthly in paper records.

Staff supervisions are conducted as required, usually every 6-12 weeks.

#### Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on ..... and signed on behalf of the board of trustees by:

E Winkler  
Charity Secretary

# Raphael Centre

## Company Limited by Guarantee

### Independent Examiner's Report to the Trustees of Raphael Centre

Year ended 31 March 2024

---

I report to the trustees on my examination of the financial statements of Raphael Centre ('the charity') for the year ended 31 March 2024.

#### Responsibilities and basis of report

The trustees are also the directors of the company for the purposes of company law are responsible for the preparation of the financial statements. 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 'Accounting body'. Having satisfied myself that the charity is not subject to 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;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

#### Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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."

Archelm Chartered Accountants  
Independent Examiner

Ground Floor  
23 Westfield Park  
Redland  
Bristol  
BS6 6LT

# Raphael Centre

## Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2024

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		2024		2023
		Unrestricted funds	Total funds	Total funds
	Note	£	£	£
<b>Income and endowments</b>				
Donations and legacies	5	299	299	20,969
Charitable activities	6	377,380	377,380	286,835
Investment income	7	1,110	1,110	320
<b>Total income</b>		<u>378,789</u>	<u>378,789</u>	<u>308,124</u>
<b>Expenditure</b>				
Expenditure on charitable activities	8,9	361,940	361,940	309,025
<b>Total expenditure</b>		<u>361,940</u>	<u>361,940</u>	<u>309,025</u>
<b>Net income/(expenditure) and net movement in funds</b>		<u>16,849</u>	<u>16,849</u>	<u>(901)</u>
<b>Reconciliation of funds</b>				
Total funds brought forward		127,016	127,016	127,917
<b>Total funds carried forward</b>		<u>143,865</u>	<u>143,865</u>	<u>127,016</u>

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

---

The notes on pages 9 to 17 form part of these financial statements.

# Raphael Centre

## Company Limited by Guarantee

### Statement of Financial Position

31 March 2024

---

	Note	2024 £	2023 £
<b>Fixed assets</b>			
Tangible fixed assets	15	692	1,248
<b>Current assets</b>			
Debtors	16	64,142	38,072
Cash at bank and in hand		103,048	111,009
		<u>167,190</u>	<u>149,081</u>
<b>Creditors: amounts falling due within one year</b>	17	<u>24,017</u>	<u>23,313</u>
<b>Net current assets</b>		<u>143,173</u>	<u>125,768</u>
<b>Total assets less current liabilities</b>		<u>143,865</u>	<u>127,016</u>
<b>Net assets</b>		<u>143,865</u>	<u>127,016</u>
<b>Funds of the charity</b>			
Unrestricted funds		<u>143,865</u>	<u>127,016</u>
<b>Total charity funds</b>	19	<u>143,865</u>	<u>127,016</u>

For the year ending 31 March 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on ....., and are signed on behalf of the board by:

S McWilliams  
Charity Trustee

---

The notes on pages 9 to 17 form part of these financial statements.

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements

Year ended 31 March 2024

---

#### 1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Raphael House, 3 Hillside, Cotham, Bristol, BS6 6JP.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### 3. Accounting policies

##### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### Going concern

There are no material uncertainties about the charity's ability to continue.

##### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2024

---

#### 3. Accounting policies *(continued)*

##### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2024

---

#### 3. Accounting policies *(continued)*

##### Tangible assets *(continued)*

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures and fittings                      -     25% reducing balance

##### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

##### Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2024

---

#### 3. Accounting policies *(continued)*

##### Financial instruments *(continued)*

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

#### 4. Limited by guarantee

The company is limited by guarantee not having share capital.

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2024

---

##### 5. Donations and legacies

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
<b>Grants</b>				
Grants receivable non-Covid related	–	–	20,626	20,626
<b>Other donations and legacies</b>				
Other donations and legacies	299	299	343	343
	<u>299</u>	<u>299</u>	<u>20,969</u>	<u>20,969</u>

##### 6. Charitable activities

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Residential support income	356,983	356,983	268,386	268,386
Recharged expenditure	20,397	20,397	18,449	18,449
	<u>377,380</u>	<u>377,380</u>	<u>286,835</u>	<u>286,835</u>

##### 7. Investment income

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Bank interest receivable	1,110	1,110	320	320

##### 8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Residential support	311,135	311,135	273,722	273,722
Support costs	50,805	50,805	35,303	35,303
	<u>361,940</u>	<u>361,940</u>	<u>309,025</u>	<u>309,025</u>

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# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2024

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#### 9. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	Total funds 2024	Total fund 2023
	£	£	£	£
Residential support	311,135	32,886	344,021	289,394
Governance costs	–	17,919	17,919	19,631
	<u>311,135</u>	<u>50,805</u>	<u>361,940</u>	<u>309,025</u>

#### 10. Analysis of support costs

	Analysis of support costs activity 1	Total 2024	Total 2023
	£	£	£
Premises	29,149	29,149	11,847
Communications and IT	1,460	1,460	1,263
General office	2,277	2,277	2,562
	<u>32,886</u>	<u>32,886</u>	<u>15,672</u>

#### 11. Net income/(expenditure)

Net income/(expenditure) is stated after charging/(crediting):

	2024	2023
	£	£
Depreciation of tangible fixed assets	<u>556</u>	<u>866</u>

#### 12. Independent examination fees

	2024	2023
	£	£
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>1,000</u>	<u>1,000</u>

#### 13. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2024	2023
	£	£
Wages and salaries	220,649	167,606
Social security costs	10,936	6,361
Employer contributions to pension plans	3,164	2,780
	<u>234,749</u>	<u>176,747</u>

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# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2024

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#### 13. Staff costs *(continued)*

The average head count of employees during the year was 10 (2023: 10). The average number of full-time equivalent employees during the year is analysed as follows:

	<b>2024</b>	2023
	<b>No.</b>	No.
Management	1	1
Administration	1	1
Direct Charitable	8	8
	<u>10</u>	<u>10</u>

No employee received employee benefits of more than £60,000 during the year (2023: Nil).

#### 14. Trustee remuneration and expenses

No Trustees received remuneration or honorarium during the year. Nor did they receive any expenses. No employee received remuneration in excess of £60,000 p.a.

#### 15. Tangible fixed assets

	<b>Fixtures and fittings</b>
	<b>£</b>
<b>Cost</b>	
<b>At 1 April 2023 and 31 March 2024</b>	<u>45,085</u>
<b>Depreciation</b>	
At 1 April 2023	43,837
Charge for the year	556
<b>At 31 March 2024</b>	<u>44,393</u>
<b>Carrying amount</b>	
<b>At 31 March 2024</b>	<u>692</u>
At 31 March 2023	<u>1,248</u>

#### 16. Debtors

	<b>2024</b>	2023
	<b>£</b>	£
Trade debtors	11,856	19,931
Prepayments and accrued income	52,286	18,141
	<u>64,142</u>	<u>38,072</u>

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# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2024

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#### 17. Creditors: amounts falling due within one year

	<b>2024</b>	2023
	£	£
Trade creditors	4,385	6,161
Accruals and deferred income	14,544	14,788
Social security and other taxes	5,088	2,364
	<u>24,017</u>	<u>23,313</u>

#### 18. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £3,164 (2023: £2,780).

#### 19. Analysis of charitable funds

##### Unrestricted funds

	At 1 April 2023	Income £	Expenditure £	At 31 March 2024
General funds	62,016	378,789	(361,940)	78,865
Designated Fund	65,000	–	–	65,000
	<u>127,016</u>	<u>378,789</u>	<u>(361,940)</u>	<u>143,865</u>

	At 1 April 2022	Income £	Expenditure £	At 31 March 2023
General funds	62,917	308,124	(309,025)	62,016
Designated Fund	65,000	–	–	65,000
	<u>127,917</u>	<u>308,124</u>	<u>(309,025)</u>	<u>127,016</u>

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# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2024

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#### 20. Analysis of net assets between funds

	Unrestricted Funds £	Total Funds 2024 £
Tangible fixed assets	692	692
Current assets	167,190	167,190
Creditors less than 1 year	(24,016)	(24,016)
<b>Net assets</b>	<u>143,866</u>	<u>143,866</u>

	Unrestricted Funds £	Total Funds 2023 £
Tangible fixed assets	1,248	1,248
Current assets	149,081	149,081
Creditors less than 1 year	(23,312)	(23,312)
<b>Net assets</b>	<u>127,017</u>	<u>127,017</u>

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# **Raphael Centre**

**Company Limited by Guarantee**

**Management Information**

**Year ended 31 March 2024**

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**The following pages do not form part of the financial statements.**

# Raphael Centre

## Company Limited by Guarantee

### Detailed Statement of Financial Activities

Year ended 31 March 2024

---

	2024 £	2023 £
<b>Income and endowments</b>		
<b>Donations and legacies</b>		
Grants receivable non-Covid related	–	20,626
Other donations and legacies	299	343
	<u>299</u>	<u>20,969</u>
<b>Charitable activities</b>		
Residential support income	356,983	268,386
Recharged expenditure	20,397	18,449
	<u>377,380</u>	<u>286,835</u>
<b>Investment income</b>		
Bank interest receivable	1,110	320
	<u>1,110</u>	<u>320</u>
<b>Total income</b>	<u>378,789</u>	<u>308,124</u>
<b>Expenditure</b>		
<b>Expenditure on charitable activities</b>		
Purchases	3,768	4,390
Wages and salaries	220,649	167,606
Employer's NIC	10,936	6,361
Pension costs	3,164	2,780
Rent	43,932	43,932
Rates and water	5,311	4,905
Light and heat	11,800	11,060
Repairs and maintenance	21,359	7,319
Insurance	9,491	10,874
Other establishment	7,790	4,528
Other motor/travel costs	1,360	124
Legal and professional fees	17,919	39,391
Telephone	1,460	1,263
Other office costs	1,250	883
Depreciation	556	866
Training	690	1,531
Workshop & therapy	34	399
Sundry expenses	293	745
Subscriptions & donations	178	68
	<u>361,940</u>	<u>309,025</u>
<b>Total expenditure</b>	<u>361,940</u>	<u>309,025</u>

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# Raphael Centre

Company Limited by Guarantee

Detailed Statement of Financial Activities *(continued)*

Year ended 31 March 2024

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	2024 £	2023 £
Net income/(expenditure)	<u>16,849</u>	<u>(901)</u>

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Detailed Statement of Financial Activities

Year ended 31 March 2024

---

	2024 £	2023 £
<b>Expenditure on charitable activities</b>		
<b>Residential support</b>		
<b><i>Activities undertaken directly</i></b>		
Food purchases	3,768	4,390
Wages and salaries	220,649	167,606
Employer's NIC	10,936	6,361
Pension costs	3,164	2,780
Rent	43,932	43,932
Rates & water	5,311	4,905
Light & heat	11,800	11,060
Insurance	9,491	10,874
Other motor/travel costs	1,360	124
Legal and professional fees	–	19,760
Training	690	1,531
Workshop & therapy	34	399
	<u>311,135</u>	<u>273,722</u>
<b><i>Support costs</i></b>		
Repairs & maintenance	21,359	7,319
Other establishment & janitorial	7,790	4,528
Telephone	1,460	1,263
Sundry office costs	1,250	883
Depreciation	556	866
Sundry expenses	293	745
Subscriptions & donations	178	68
	<u>32,886</u>	<u>15,672</u>
<b>Governance costs</b>		
Legal and other professional fees	<u>17,919</u>	<u>19,631</u>
	<u>361,940</u>	<u>309,025</u>

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**RAPHAEL CENTRE**

England & Wales - Charity number 1033103

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# Accounts

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**Raphael Centre**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**31 March 2023**

**ARCHELM**  
Chartered accountants  
Ground Floor  
23 Westfield Park  
Redland  
Bristol  
BS6 6LT

# Raphael Centre

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2023

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Independent examiner's report to the trustees	<b>5</b>
Statement of financial activities (including income and expenditure account)	<b>6</b>
Statement of financial position	<b>7</b>
Notes to the financial statements	<b>8</b>
<b>The following pages do not form part of the financial statements</b>	
Detailed statement of financial activities	<b>18</b>
Notes to the detailed statement of financial activities	<b>20</b>

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# Raphael Centre

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2023

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The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2023.

#### Reference and administrative details

**Registered charity name** Raphael Centre

**Charity registration number** 1033103

**Company registration number** 2629063

**Principal office and registered office** Raphael House  
3 Hillside  
Cotham  
Bristol  
BS6 6JP

#### The trustees

Mr A Brenard	(Resigned 1 September 2022)
Ms L Mantin	(Resigned 1 September 2022)
Mr G Trmal	(Resigned 1 September 2022)
Ms A Jay	
Ms S Turner	(Appointed 6 April 2022)
Ms P Winkler	(Appointed 6 April 2022)
Ms S McWilliams	(Appointed 24 October 2022)
Mr J Golding	(Appointed 28 November 2022)

**Company secretary** E Winkler

**Independent examiner** Archelm Chartered Accountants  
Ground Floor  
23 Westfield Park  
Redland  
Bristol  
BS6 6LT

# **Raphael Centre**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 March 2023**

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#### **Structure, governance and management**

The charity is registered under the Companies Act 2006 and is limited by guarantee. Its objects and constitution are defined in its Governing Document, The Memorandum and the Articles of the Association.

The directors of the company are also charity Trustees for the purposes of charity law and are known as members of the management committee. The members who served throughout the year and up to the date of this report are listed on page 1.

Following the resignation of two trustees in summer 2022, Raphael Centre has appointed four new trustees, and now has a strong board that meets monthly with collective experience of: construction; corporate practice; marketing; charity communications and social care. The board continues to expand its expertise by seeking trustees with a strong financial background and/or building expertise such as a retired building surveyor and/or a retired accountant. To express interest in joining the trustee board, please contact [raphaelappeal@gmail.com](mailto:raphaelappeal@gmail.com)

#### **Objectives and activities for the public benefit**

The objects of the charity are as defined in the charity's governing document and continue to be to provide care and associated facilities for adults who by reason of genetic or other disabilities are mentally handicapped and in need of care and support to assist them in overcoming poverty or conditions of hardship or distress and to enable them to live as full and independent a life as possible.

# Raphael Centre

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2023

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#### Achievements and performance

##### Staffing and Training

We have both lost and gained staff members this year. In the first half of the year, three members of staff who had been with us for a total of over 35 years resigned to pursue new challenges and/or retirement. In June 2023 we appointed a manager, which was fruitful; however it was a short-lived post as they resigned to return to nursing. Trustee, Elisabeth Winkler, stepped in as interim manager in late July and the entire staff team stepped up too. Raphael Centre then appointed a key worker and deputy manager. In early November, Nick Blount took up the post as the new manager of Raphael Centre. Raphael Centre has also appointed a bank worker on zero hours contract, and hope to appoint one more; and has also added a part-time cleaner from end-November to the payroll.

The complex police investigation arising from a previous manager being suspended (and eventually dismissed for gross misconduct in May 2022) continues.

All staff attended bespoke and in-person Safeguarding Training on 3 October 2023. The deputy manager has undergone Training the Trainer medications training 8/9 November 2023 so in-house training can be conducted.

##### Maintenance

The major building works have now been completed.

##### Tenants Report

A ninth tenant has been ready to move in since June; however the proposed unit (a semi-basement with en-suite and kitchen), has been under repair for a year resulting in replastering work on several walls. The kitchen and bathroom also needs to re-fitted to meet the needs of the new tenant, and a laminate flooring laid. We are hoping these works will be completed by early new year.

##### Financial review

Raphael Centre continues to show a surplus; this is partly due to not paying a manager's salary for three months; it is also due to an uplift by BCC in line with inflation; and an increase in some tenants' support hours. Raphael Centre continues to cost every aspect of its operation in order to provide costed evidence for a housing benefit review with consultants MRAssociates.

The complex police investigation arising from a previous manager being suspended (and eventually dismissed for gross misconduct in May 2022) continues. This related to financial irregularities of a co-manager who was suspended immediately upon these findings coming to light. The nature of the fraud was determined to be in relation to expenses reimbursements and is transpired to have occurred over a period since the start of lockdown in 2020 until it's discovery in February 2022. It is a material amount of money but not of the scale to be a threat to the ongoing running of Raphael House. Raphael House followed correct investigatory procedures by informing the police, social services & disciplinary proceedings against the individual involved, whose contract has since been terminated.

Raphael Centre continues to review its policies particularly around Finance, Safeguarding and Medications in line with best practice. Its review of its Fire Safety audit is near completion, and as a result, all doors have been repaired where necessary (September 2023).

# Raphael Centre

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 March 2023

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#### Financial review *(continued)*

##### Reserves Policy

The charity requires sufficient reserves, in the form of working capital, in order to operate. The management committee consider that a level representing three month's trading expenses would be justifiable. Historically levels of reserves have been substantially below this figure. The charity aims to increase its reserves to that level as trading conditions permit, but not at the expense of the aims of the charity. This policy will be reviewed annually by the management committee before the Annual General Meeting, and submitted to the meeting for approval.

##### Investment Policy

Aside from retaining a prudent amount in reserves each year most of the money is spent in the short term so there are few funds for long term investment. Having options available, the Management Committee has decided to invest the available funds in ethical deposits. This has been the policy for many years and the Management Committee has been satisfied with the return from this type of deposit.

##### Principal Risks and Uncertainties

The Management Committee has conducted a review of the major risks to which the charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. External risks to funding cannot be influenced but are monitored closely. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, and residents. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

##### Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on ..... and signed on behalf of the board of trustees by:

E Winkler  
Charity Secretary

# Raphael Centre

## Company Limited by Guarantee

### Independent Examiner's Report to the Trustees of Raphael Centre

Year ended 31 March 2023

---

I report to the trustees on my examination of the financial statements of Raphael Centre ('the charity') for the year ended 31 March 2023.

#### Responsibilities and basis of report

The trustees are also the directors of the company for the purposes of company law are responsible for the preparation of the financial statements. 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 'Accounting body'. Having satisfied myself that the charity is not subject to 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;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

#### Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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."

Archelm Chartered Accountants  
Independent Examiner

Ground Floor  
23 Westfield Park  
Redland  
Bristol  
BS6 6LT

# Raphael Centre

## Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2023

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		2023		2022
		Unrestricted funds	Total funds	Total funds
	Note	£	£	£
<b>Income and endowments</b>				
Donations and legacies	5	20,969	20,969	68,335
Charitable activities	6	286,835	286,835	279,712
Other trading activities	7	–	–	180
Investment income	8	320	320	4,045
<b>Total income</b>		<u>308,124</u>	<u>308,124</u>	<u>352,272</u>
<b>Expenditure</b>				
Expenditure on charitable activities	9,10	<u>309,025</u>	<u>309,025</u>	<u>308,162</u>
<b>Total expenditure</b>		<u>309,025</u>	<u>309,025</u>	<u>308,162</u>
<b>Net (expenditure)/income and net movement in funds</b>		<u>(901)</u>	<u>(901)</u>	<u>44,110</u>
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>127,917</u>	<u>127,917</u>	<u>83,807</u>
<b>Total funds carried forward</b>		<u>127,016</u>	<u>127,016</u>	<u>127,917</u>

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

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The notes on pages 8 to 16 form part of these financial statements.

# Raphael Centre

## Company Limited by Guarantee

### Statement of Financial Position

31 March 2023

---

	Note	2023 £	2022 £
<b>Fixed assets</b>			
Tangible fixed assets	16	1,248	2,114
<b>Current assets</b>			
Debtors	17	38,072	54,180
Cash at bank and in hand		111,009	96,095
		<u>149,081</u>	<u>150,275</u>
<b>Creditors: amounts falling due within one year</b>	18	<u>23,313</u>	<u>24,472</u>
<b>Net current assets</b>		<u>125,768</u>	<u>125,803</u>
<b>Total assets less current liabilities</b>		<u>127,016</u>	<u>127,917</u>
<b>Net assets</b>		<u>127,016</u>	<u>127,917</u>
<b>Funds of the charity</b>			
Unrestricted funds		<u>127,016</u>	<u>127,917</u>
<b>Total charity funds</b>	20	<u>127,016</u>	<u>127,917</u>

For the year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on ....., and are signed on behalf of the board by:

P Winkler  
Charity Trustee

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The notes on pages 8 to 16 form part of these financial statements.

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements

Year ended 31 March 2023

---

#### 1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Raphael House, 3 Hillside, Cotham, Bristol, BS6 6JP.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### 3. Accounting policies

##### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### Going concern

There are no material uncertainties about the charity's ability to continue.

##### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

---

#### 3. Accounting policies *(continued)*

##### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

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#### 3. Accounting policies *(continued)*

##### Tangible assets *(continued)*

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures and fittings - 25% reducing balance

##### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

##### Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

---

#### 3. Accounting policies *(continued)*

##### Financial instruments *(continued)*

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

#### 4. Limited by guarantee

The company is limited by guarantee not having share capital.

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

---

##### 5. Donations and legacies

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
<b>Grants</b>				
Grants receivable Covid related	–	–	10,295	10,295
Grants receivable non-Covid related	20,626	20,626	8,040	8,040
<b>Other donations and legacies</b>				
Other donations and legacies	343	343	50,000	50,000
	<u>20,969</u>	<u>20,969</u>	<u>68,335</u>	<u>68,335</u>

##### 6. Charitable activities

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Residential support income	268,386	268,386	250,727	250,727
Recharged expenditure	18,449	18,449	28,985	28,985
	<u>286,835</u>	<u>286,835</u>	<u>279,712</u>	<u>279,712</u>

##### 7. Other trading activities

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Fundraising events	–	–	180	180

##### 8. Investment income

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Bank interest receivable	320	320	45	45
Exceptional investment income	–	–	4,000	4,000
	<u>320</u>	<u>320</u>	<u>4,045</u>	<u>4,045</u>

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# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

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#### 9. Expenditure on charitable activities by fund type

	Unrestricted Funds £	<b>Total Funds 2023 £</b>	Unrestricted Funds £	Total Funds 2022 £
Residential support	273,722	273,722	267,872	267,872
Support costs	<u>35,303</u>	<u>35,303</u>	<u>40,290</u>	<u>40,290</u>
	<u>309,025</u>	<u>309,025</u>	<u>308,162</u>	<u>308,162</u>

#### 10. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	<b>Total funds 2023 £</b>	Total fund 2022 £
Residential support	273,722	15,672	289,394	292,061
Governance costs	<u>–</u>	<u>19,631</u>	<u>19,631</u>	<u>16,101</u>
	<u>273,722</u>	<u>35,303</u>	<u>309,025</u>	<u>308,162</u>

#### 11. Analysis of support costs

	Analysis of support costs activity 1 £	<b>Total 2023 £</b>	Total 2022 £
Premises	11,847	11,847	19,327
Communications and IT	1,263	1,263	1,283
General office	<u>2,562</u>	<u>2,562</u>	<u>3,579</u>
	<u>15,672</u>	<u>15,672</u>	<u>24,189</u>

#### 12. Net (expenditure)/income

Net (expenditure)/income is stated after charging/(crediting):

	<b>2023 £</b>	2022 £
Depreciation of tangible fixed assets	<u>866</u>	<u>120</u>

#### 13. Independent examination fees

	<b>2023 £</b>	2022 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>1,000</u>	<u>1,000</u>

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# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

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#### 14. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	<b>2023</b>	2022
	£	£
Wages and salaries	167,606	183,437
Social security costs	6,361	9,396
Employer contributions to pension plans	2,780	3,567
	<u>176,747</u>	<u>196,400</u>

The average head count of employees during the year was 10 (2022: 10). The average number of full-time equivalent employees during the year is analysed as follows:

	<b>2023</b>	2022
	No.	No.
Management	1	1
Administration	1	1
Direct Charitable	8	8
	<u>10</u>	<u>10</u>

No employee received employee benefits of more than £60,000 during the year (2022: Nil).

#### 15. Trustee remuneration and expenses

No Trustees received remuneration or honorarium during the year. Nor did they receive any expenses. No employee received remuneration in excess of £60,000 p.a.

#### 16. Tangible fixed assets

	<b>Fixtures and fittings</b>
	£
<b>Cost</b>	
<b>At 1 April 2022 and 31 March 2023</b>	<u>45,085</u>
<b>Depreciation</b>	
At 1 April 2022	42,971
Charge for the year	866
<b>At 31 March 2023</b>	<u>43,837</u>
<b>Carrying amount</b>	
<b>At 31 March 2023</b>	<u>1,248</u>
At 31 March 2022	<u>2,114</u>

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# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

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#### 17. Debtors

	<b>2023</b>	2022
	£	£
Trade debtors	19,931	43,028
Prepayments and accrued income	18,141	11,152
	<u>38,072</u>	<u>54,180</u>

#### 18. Creditors: amounts falling due within one year

	<b>2023</b>	2022
	£	£
Trade creditors	6,161	5,490
Accruals and deferred income	14,788	16,135
Social security and other taxes	2,364	2,847
	<u>23,313</u>	<u>24,472</u>

#### 19. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £2,780 (2022: £3,567).

#### 20. Analysis of charitable funds

##### Unrestricted funds

	At 1 April 2022	Income £	Expenditure £	At 31 March 2023
General funds	62,917	308,124	(309,025)	62,016
Designated Fund	65,000	–	–	65,000
	<u>127,917</u>	<u>308,124</u>	<u>(309,025)</u>	<u>127,016</u>

	At 1 April 2021	Income £	Expenditure £	At 31 March 2022
General funds	18,807	352,272	(308,162)	62,917
Designated Fund	65,000	–	–	65,000
	<u>83,807</u>	<u>352,272</u>	<u>(308,162)</u>	<u>127,917</u>

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# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

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#### 21. Analysis of net assets between funds

	Unrestricted Funds £	Total Funds 2023 £
Tangible fixed assets	1,248	1,248
Current assets	149,081	149,081
Creditors less than 1 year	(23,312)	(23,312)
<b>Net assets</b>	<u>127,017</u>	<u>127,017</u>

	Unrestricted Funds £	Total Funds 2022 £
Tangible fixed assets	2,114	2,114
Current assets	150,275	150,275
Creditors less than 1 year	(24,472)	(24,472)
<b>Net assets</b>	<u>127,917</u>	<u>127,917</u>

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# **Raphael Centre**

**Company Limited by Guarantee**

**Management Information**

**Year ended 31 March 2023**

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**The following pages do not form part of the financial statements.**

# Raphael Centre

## Company Limited by Guarantee

### Detailed Statement of Financial Activities

Year ended 31 March 2023

---

	2023 £	2022 £
<b>Income and endowments</b>		
<b>Donations and legacies</b>		
Grants receivable Covid related	–	10,295
Grants receivable non-Covid related	20,626	8,040
Other donations and legacies	343	50,000
	<u>20,969</u>	<u>68,335</u>
<b>Charitable activities</b>		
Residential support income	268,386	250,727
Recharged expenditure	18,449	28,985
	<u>286,835</u>	<u>279,712</u>
<b>Other trading activities</b>		
Fundraising events	–	180
	<u>–</u>	<u>180</u>
<b>Investment income</b>		
Bank interest receivable	320	45
Exceptional investment income	–	4,000
	<u>320</u>	<u>4,045</u>
<b>Total income</b>	<u><u>308,124</u></u>	<u><u>352,272</u></u>

# Raphael Centre

## Company Limited by Guarantee

### Detailed Statement of Financial Activities *(continued)*

Year ended 31 March 2023

---

	2023 £	2022 £
<b>Expenditure</b>		
<b>Expenditure on charitable activities</b>		
Purchases	4,390	495
Wages and salaries	167,606	183,437
Employer's NIC	6,361	9,396
Pension costs	2,780	3,567
Rent	43,932	42,468
Rates and water	4,905	4,848
Light and heat	11,060	11,174
Repairs and maintenance	7,319	8,961
Insurance	10,874	9,062
Other establishment	4,528	10,366
Other motor/travel costs	124	273
Legal and professional fees	39,391	16,101
Telephone	1,263	1,283
Other office costs	883	2,606
Depreciation	866	119
Training	1,531	2,507
Workshop & therapy	399	645
Sundry expenses	745	559
Subscriptions & donations	68	295
	<u>309,025</u>	<u>308,162</u>
<b>Total expenditure</b>	<u>309,025</u>	<u>308,162</u>
<b>Net (expenditure)/income</b>	<u>(901)</u>	<u>44,110</u>

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# Raphael Centre

## Company Limited by Guarantee

### Notes to the Detailed Statement of Financial Activities

Year ended 31 March 2023

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	2023 £	2022 £
<b>Expenditure on charitable activities</b>		
<b>Residential support</b>		
<b><i>Activities undertaken directly</i></b>		
Food purchases	4,390	495
Wages and salaries	167,606	183,437
Employer's NIC	6,361	9,396
Pension costs	2,780	3,567
Rent	43,932	42,468
Rates & water	4,905	4,848
Light & heat	11,060	11,174
Insurance	10,874	9,062
Other motor/travel costs	124	273
Legal and professional fees	19,760	–
Training	1,531	2,507
Workshop & therapy	399	645
	<u>273,722</u>	<u>267,872</u>
<b><i>Support costs</i></b>		
Repairs & maintenance	7,319	8,961
Other establishment & janitorial	4,528	10,366
Telephone	1,263	1,283
Sundry office costs	883	2,606
Depreciation	866	119
Sundry expenses	745	559
Subscriptions & donations	68	295
	<u>15,672</u>	<u>24,189</u>
<b>Governance costs</b>		
Legal and other professional fees	<u>19,631</u>	<u>16,101</u>
	<u>309,025</u>	<u>308,162</u>

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**RAPHAEL CENTRE**

England & Wales - Charity number 1033103

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# Accounts

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**Raphael Centre**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**31 March 2022**

**ROGER C OATEN**  
Chartered accountants  
Ground Floor  
23 Westfield Park  
Redland  
Bristol  
BS6 6LT

# Raphael Centre

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2022

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Trustees' annual report (incorporating the director's report)	<b>1</b>
Independent examiner's report to the trustees	<b>4</b>
Statement of financial activities (including income and expenditure account)	<b>5</b>
Statement of financial position	<b>6</b>
Notes to the financial statements	<b>7</b>
<b>The following pages do not form part of the financial statements</b>	
Detailed statement of financial activities	<b>17</b>
Notes to the detailed statement of financial activities	<b>19</b>

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# Raphael Centre

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2022

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The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2022.

#### Reference and administrative details

**Registered charity name** Raphael Centre

**Charity registration number** 1033103

**Company registration number** 2629063

**Principal office and registered office** Raphael House  
3 Hillside  
Cotham  
Bristol  
BS6 6JP

#### The trustees

Mr A Brenard (Resigned 1 September 2022)  
Ms L Martin  
Mr G Trmal  
Ms A Jay

**Company secretary** E Winkler

**Independent examiner** Roger C Oaten Chartered Accountants  
Ground Floor  
23 Westfield Park  
Redland  
Bristol  
BS6 6LT

#### Structure, governance and management

The charity is registered under the Companies Act 2006 and is limited by guarantee. Its objects and constitution are defined in its Governing Document, The Memorandum and the Articles of the Association.

The directors of the company are also charity Trustees for the purposes of charity law and are known as members of the management committee. The members who served throughout the year and up to the date of this report are listed on page 1.

#### Objectives and activities for the public benefit

The objects of the charity are as defined in the charity's governing document and continue to be to provide care and associated facilities for adults who by reason of genetic or other disabilities are mentally handicapped and in need of care and support to assist them in overcoming poverty or conditions of hardship or distress and to enable them to live as full and independent a life as possible.

# **Raphael Centre**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 March 2022**

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#### **Achievements and performance**

##### **Staffing and Training**

We have gained new staff members; Ramla & Yusra who are on zero hours contracts. Megan left, and one of the managers was suspended on discovery of financial irregularities. Staff training has been as follows: Fire Marshall & safe-guarding.

##### **Maintenance**

The major building works have now been completed.

##### **Tenants Report**

One of the residents has sadly passed away & as yet has not been replaced.

##### **Financial review**

Raphael Centre income for the year has exceeded the last few previous years but this has been greatly helped by a very generous donation of £40,000 along with grants & gift aid. However, we have also gratefully received grants & donations to cover our costs of renewing the driveway/lawn due to building works from previous years. Our income this year has dropped part way through the year due to losing one of our tenants though we are expecting her to be replaced in the near future.

At present, there is an ongoing investigation related to financial irregularities of a co-manager who was suspended immediately upon these findings coming to light. The nature of the fraud was determined to be in relation to expenses reimbursements and is transpired to have occurred over a period since the start of lockdown in 2020 until it's discovery in February 2022. It is a material amount of money but not of the scale to be a threat to the ongoing running of Raphael House. Raphael House followed correct investigatory procedures by informing the police, social services & disciplinary proceedings against the individual involved, who's contract has since been terminated.

##### **Reserves Policy**

The charity requires sufficient reserves, in the form of working capital, in order to operate. The management committee consider that a level representing three month's trading expenses would be justifiable. Historically levels of reserves have been substantially below this figure. The charity aims to increase its reserves to that level as trading conditions permit, but not at the expense of the aims of the charity. This policy will be reviewed annually by the management committee before the Annual General Meeting, and submitted to the meeting for approval.

##### **Investment Policy**

Aside from retaining a prudent amount in reserves each year most of the money is spent in the short term so there are few funds for long term investment. Having options available, the Management Committee has decided to invest the available funds in ethical deposits. This has been the policy for many years and the Management Committee has been satisfied with the return from this type of deposit.

# Raphael Centre

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

---

#### Financial review *(continued)*

#### Principal Risks and Uncertainties

The Management Committee has conducted a review of the major risks to which the charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. External risks to funding cannot be influenced but are monitored closely. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, and residents. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

#### Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on ..... and signed on behalf of the board of trustees by:

E Winkler  
Charity Secretary

# Raphael Centre

## Company Limited by Guarantee

### Independent Examiner's Report to the Trustees of Raphael Centre

Year ended 31 March 2022

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I report to the trustees on my examination of the financial statements of Raphael Centre ('the charity') for the year ended 31 March 2022.

#### Responsibilities and basis of report

The trustees are also the directors of the company for the purposes of company law are responsible for the preparation of the financial statements. 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 'Accounting body'. Having satisfied myself that the charity is not subject to 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;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

#### Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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."

Roger C Oaten Chartered Accountants  
Independent Examiner

Ground Floor  
23 Westfield Park  
Redland  
Bristol  
BS6 6LT

# Raphael Centre

## Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2022

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		2022		2021
		Unrestricted funds	Total funds	Total funds
	Note	£	£	£
<b>Income and endowments</b>				
Donations and legacies	5	68,335	68,335	49,291
Charitable activities	6	279,712	279,712	279,657
Other trading activities	7	180	180	–
Investment income	8	4,045	4,045	92
<b>Total income</b>		<u>352,272</u>	<u>352,272</u>	<u>329,040</u>
<b>Expenditure</b>				
Expenditure on charitable activities	9,10	308,162	308,162	325,183
<b>Total expenditure</b>		<u>308,162</u>	<u>308,162</u>	<u>325,183</u>
<b>Net income and net movement in funds</b>		<u>44,110</u>	<u>44,110</u>	<u>3,857</u>
<b>Reconciliation of funds</b>				
Total funds brought forward		83,807	83,807	79,950
<b>Total funds carried forward</b>		<u>127,917</u>	<u>127,917</u>	<u>83,807</u>

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

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The notes on pages 7 to 15 form part of these financial statements.

# Raphael Centre

## Company Limited by Guarantee

### Statement of Financial Position

31 March 2022

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	Note	2022 £	2021 £
<b>Fixed assets</b>			
Tangible fixed assets	16	2,114	280
<b>Current assets</b>			
Debtors	17	54,180	32,436
Cash at bank and in hand		96,095	78,715
		<u>150,275</u>	<u>111,151</u>
<b>Creditors: amounts falling due within one year</b>	18	<u>24,472</u>	<u>27,624</u>
<b>Net current assets</b>		<u>125,803</u>	<u>83,527</u>
<b>Total assets less current liabilities</b>		<u>127,917</u>	<u>83,807</u>
<b>Net assets</b>		<u>127,917</u>	<u>83,807</u>
<b>Funds of the charity</b>			
Unrestricted funds		<u>127,917</u>	<u>83,807</u>
<b>Total charity funds</b>	21	<u>127,917</u>	<u>83,807</u>

For the year ending 31 March 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on ....., and are signed on behalf of the board by:

P Winkler  
Charity Trustee

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The notes on pages 7 to 15 form part of these financial statements.

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements

Year ended 31 March 2022

---

#### 1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Raphael House, 3 Hillside, Cotham, Bristol, BS6 6JP.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### 3. Accounting policies

##### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### Going concern

There are no material uncertainties about the charity's ability to continue.

##### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2022

---

#### 3. Accounting policies *(continued)*

##### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2022

---

#### 3. Accounting policies *(continued)*

##### Tangible assets *(continued)*

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures and fittings                      -     25% reducing balance

##### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

##### Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attaching to them and the grants will be received.

Where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2022

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#### 3. Accounting policies *(continued)*

##### Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2022

---

#### 3. Accounting policies *(continued)*

##### Defined contribution plans *(continued)*

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

#### 4. Limited by guarantee

The company is limited by guarantee not having share capital.

#### 5. Donations and legacies

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
<b>Grants</b>				
Grants receivable Covid related	10,295	10,295	7,043	7,043
Grants receivable non-Covid related	8,040	8,040	16,392	16,392
Government grant income CJRS	–	–	11,256	11,256
<b>Other donations and legacies</b>				
Other donations and legacies	50,000	50,000	14,600	14,600
	<u>68,335</u>	<u>68,335</u>	<u>49,291</u>	<u>49,291</u>

#### 6. Charitable activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Residential support income	250,727	250,727	264,486	264,486
Recharged expenditure	28,985	28,985	15,171	15,171
	<u>279,712</u>	<u>279,712</u>	<u>279,657</u>	<u>279,657</u>

#### 7. Other trading activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Fundraising events	180	180	–	–

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# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

---

#### 8. Investment income

	Unrestricted Funds £	<b>Total Funds 2022 £</b>	Unrestricted Funds £	Total Funds 2021 £
Bank interest receivable	45	45	92	92
Exceptional investment income	4,000	4,000	—	—
	<u>4,045</u>	<u>4,045</u>	<u>92</u>	<u>92</u>

#### 9. Expenditure on charitable activities by fund type

	Unrestricted Funds £	<b>Total Funds 2022 £</b>	Unrestricted Funds £	Total Funds 2021 £
Residential support	267,872	267,872	256,101	256,101
Support costs	40,290	40,290	69,082	69,082
	<u>308,162</u>	<u>308,162</u>	<u>325,183</u>	<u>325,183</u>

#### 10. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	<b>Total funds 2022 £</b>	Total fund 2021 £
Residential support	267,872	24,189	292,061	312,574
Governance costs	—	16,101	16,101	12,609
	<u>267,872</u>	<u>40,290</u>	<u>308,162</u>	<u>325,183</u>

#### 11. Analysis of support costs

	Analysis of support costs activity 1 £	<b>Total 2022 £</b>	Total 2021 £
Premises	19,327	19,327	43,804
Communications and IT	1,283	1,283	5,186
General office	3,579	3,579	7,483
	<u>24,189</u>	<u>24,189</u>	<u>56,473</u>

#### 12. Net income

Net income is stated after charging/(crediting):

	<b>2022 £</b>	2021 £
Depreciation of tangible fixed assets	<u>120</u>	<u>1,674</u>

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# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2022

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#### 13. Independent examination fees

	<b>2022</b>	2021
	£	£
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>1,000</u>	<u>1,000</u>

#### 14. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	<b>2022</b>	2021
	£	£
Wages and salaries	183,437	185,422
Social security costs	9,396	10,195
Employer contributions to pension plans	<u>3,567</u>	<u>3,815</u>
	<u>196,400</u>	<u>199,432</u>

The average head count of employees during the year was 10 (2021: 10). The average number of full-time equivalent employees during the year is analysed as follows:

	<b>2022</b>	2021
	No.	No.
Management	1	1
Administration	1	1
Direct Charitable	<u>8</u>	<u>8</u>
	<u>10</u>	<u>10</u>

No employee received employee benefits of more than £60,000 during the year (2021: Nil).

#### 15. Trustee remuneration and expenses

No Trustees received remuneration or honorarium during the year. Nor did they receive any expenses. No employee received remuneration in excess of £60,000 p.a.

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2022

---

#### 16. Tangible fixed assets

	<b>Fixtures and fittings £</b>
<b>Cost</b>	
At 1 April 2021	43,131
Additions	<u>1,954</u>
<b>At 31 March 2022</b>	<u><u>45,085</u></u>
<b>Depreciation</b>	
At 1 April 2021	42,851
Charge for the year	<u>120</u>
<b>At 31 March 2022</b>	<u><u>42,971</u></u>
<b>Carrying amount</b>	
<b>At 31 March 2022</b>	<u><u>2,114</u></u>
At 31 March 2021	<u><u>280</u></u>

#### 17. Debtors

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade debtors	43,028	25,800
Prepayments and accrued income	<u>11,152</u>	<u>6,636</u>
	<u><u>54,180</u></u>	<u><u>32,436</u></u>

#### 18. Creditors: amounts falling due within one year

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Bank loans and overdrafts	–	393
Trade creditors	5,490	2,014
Accruals and deferred income	16,135	21,598
Social security and other taxes	<u>2,847</u>	<u>3,619</u>
	<u><u>24,472</u></u>	<u><u>27,624</u></u>

#### 19. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £3,567 (2021: £3,815).

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2022

---

#### 20. Government grants

The amounts recognised in the financial statements for government grants are as follows:

	2022	2021
	£	£
Recognised in income from donations and legacies:		
Government grants income	—	11,256

#### 21. Analysis of charitable funds

##### Unrestricted funds

	At 1 April 2021	Income	Expenditure	At 31 March 2022
	£	£	£	£
General funds	18,807	352,272	(308,162)	62,917
Designated Fund	65,000	—	—	65,000
	<u>83,807</u>	<u>352,272</u>	<u>(308,162)</u>	<u>127,917</u>

	At 1 April 2020	Income	Expenditure	At 31 March 2021
	£	£	£	£
General funds	14,950	329,040	(325,183)	18,807
Designated Fund	65,000	—	—	65,000
	<u>79,950</u>	<u>329,040</u>	<u>(325,183)</u>	<u>83,807</u>

#### 22. Analysis of net assets between funds

	Unrestricted Funds	Total Funds 2022
	£	£
Tangible fixed assets	2,114	2,114
Current assets	150,275	150,275
Creditors less than 1 year	(24,472)	(24,472)
<b>Net assets</b>	<u>127,917</u>	<u>127,917</u>

	Unrestricted Funds	Total Funds 2021
	£	£
Tangible fixed assets	280	280
Current assets	111,151	111,151
Creditors less than 1 year	(27,624)	(27,624)
<b>Net assets</b>	<u>83,807</u>	<u>83,807</u>

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# **Raphael Centre**

**Company Limited by Guarantee**

**Management Information**

**Year ended 31 March 2022**

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**The following pages do not form part of the financial statements.**

# Raphael Centre

## Company Limited by Guarantee

### Detailed Statement of Financial Activities

Year ended 31 March 2022

---

	2022 £	2021 £
<b>Income and endowments</b>		
<b>Donations and legacies</b>		
Grants receivable Covid related	10,295	7,043
Grants receivable non-Covid related	8,040	16,392
Government grant income CJRS	–	11,256
Other donations and legacies	<u>50,000</u>	<u>14,600</u>
	<u>68,335</u>	<u>49,291</u>
<b>Charitable activities</b>		
Residential support income	250,727	264,486
Recharged expenditure	<u>28,985</u>	<u>15,171</u>
	<u>279,712</u>	<u>279,657</u>
<b>Other trading activities</b>		
Fundraising events	<u>180</u>	<u>–</u>
<b>Investment income</b>		
Bank interest receivable	45	92
Exceptional investment income	<u>4,000</u>	<u>–</u>
	<u>4,045</u>	<u>92</u>
<b>Total income</b>	<u><u>352,272</u></u>	<u><u>329,040</u></u>

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# Raphael Centre

## Company Limited by Guarantee

### Detailed Statement of Financial Activities *(continued)*

Year ended 31 March 2022

---

	2022	2021
	£	£
<b>Expenditure</b>		
<b>Expenditure on charitable activities</b>		
Purchases	495	3,819
Wages and salaries	183,437	185,422
Employer's NIC	9,396	10,195
Pension costs	3,567	3,815
Rent	42,468	29,084
Rates and water	4,848	4,950
Light and heat	11,174	9,893
Repairs and maintenance	8,961	36,708
Insurance	9,062	7,956
Other establishment	10,366	7,096
Other motor/travel costs	273	701
Legal and professional fees	16,101	12,609
Telephone	1,283	5,186
Other office costs	2,606	4,728
Depreciation	119	1,675
Training	2,507	–
Workshop & therapy	645	266
Sundry expenses	559	541
Subscriptions & donations	295	539
	<u>308,162</u>	<u>325,183</u>
<b>Total expenditure</b>	<u>308,162</u>	<u>325,183</u>
<b>Net income</b>	<u>44,110</u>	<u>3,857</u>

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# Raphael Centre

## Company Limited by Guarantee

### Notes to the Detailed Statement of Financial Activities

Year ended 31 March 2022

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	2022 £	2021 £
<b>Expenditure on charitable activities</b>		
<b>Residential support</b>		
<b><i>Activities undertaken directly</i></b>		
Food purchases	495	3,819
Wages and salaries	183,437	185,422
Employer's NIC	9,396	10,195
Pension costs	3,567	3,815
Rent	42,468	29,084
Rates & water	4,848	4,950
Light & heat	11,174	9,893
Insurance	9,062	7,956
Other motor/travel costs	273	701
Training	2,507	–
Workshop & therapy	645	266
	<u>267,872</u>	<u>256,101</u>
<b><i>Support costs</i></b>		
Repairs & maintenance	8,961	36,708
Other establishment & janitorial	10,366	7,096
Telephone	1,283	5,186
Sundry office costs	2,606	4,728
Depreciation	119	1,675
Sundry expenses	559	541
Subscriptions & donations	295	539
	<u>24,189</u>	<u>56,473</u>
<b>Governance costs</b>		
Legal and other professional fees	<u>16,101</u>	<u>12,609</u>
	<u>308,162</u>	<u>325,183</u>

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**RAPHAEL CENTRE**

England & Wales - Charity number 1033103

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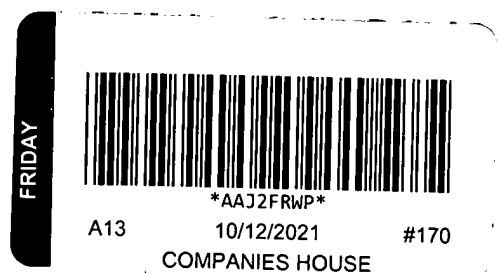
# Accounts

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COMPANY REGISTRATION NUMBER: 2629063  
CHARITY REGISTRATION NUMBER: 1033103

**Raphael Centre**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**31 March 2021**

**ROGER C OATEN**  
Chartered accountants  
Ground Floor  
23 Westfield Park  
Redland  
Bristol  
BS6 6LT



# Raphael Centre

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2021

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Trustees' annual report (incorporating the director's report)	<b>1</b>
Independent examiner's report to the trustees	<b>4</b>
Statement of financial activities (including income and expenditure account)	<b>5</b>
Statement of financial position	<b>6</b>
Notes to the financial statements	<b>7</b>
<b>The following pages do not form part of the financial statements</b>	
<i>Detailed statement of financial activities</i>	<b>17</b>
Notes to the detailed statement of financial activities	<b>19</b>

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# Raphael Centre

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2021

---

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2021.

#### Reference and administrative details

**Registered charity name** Raphael Centre

**Charity registration number** 1033103

**Company registration number** 2629063

**Principal office and registered office** Raphael House  
3 Hillside  
Cotham  
Bristol  
BS6 6JP

#### The trustees

Mr A Brenard

Ms L Mantin

Mr G Trmal

Ms A Jay

(Appointed 30 June 2020)

**Company secretary** E Winkler

**Independent examiner** Roger C Oaten Chartered Accountants  
Ground Floor  
23 Westfield Park  
Redland  
Bristol  
BS6 6LT

#### Structure, governance and management

The charity is registered under the Companies Act 2006 and is limited by guarantee. Its objects and constitution are defined in its Governing Document, The Memorandum and the Articles of the Association.

The directors of the company are also charity Trustees for the purposes of charity law and are known as members of the management committee. The members who served throughout the year and up to the date of this report are listed on page 1.

#### Objectives and activities for the public benefit

The objects of the charity are as defined in the charity's governing document and continue to be to provide care and associated facilities for adults who by reason of genetic or other disabilities are mentally handicapped and in need of care and support to assist them in overcoming poverty or conditions of hardship or distress and to enable them to live as full and independent a life as possible.

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# **Raphael Centre**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 March 2021**

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#### **Achievements and performance**

##### **Staffing and Training**

We have had staffing changes during this year due to Coronavirus, Michaela Christian & Lucy Mackilligan were furloughed from 1st April until 1st September 2020. Lucy, Fran Ward & Lisa Van DeVoort left employment during this year.

Michaela started maternity leave in September 2020, and we gained new staff members - Chloe Morris, Megan Buxton.

We also took on Abi Legg, Chiara Durrani & Ella Robertshaw as bank staff.

Training was restricted due to lockdown, however, we managed to complete Safeguarding & Fire Marshall training.

##### **Maintenance**

The main stonework has dominated and has been paid for by the Landlord. The Raphael Centre has contributed to various other issues in the house such as the plumbing work & radiators.

##### **Tenants Report**

We have had a full house of nine service users for the whole year.

##### **Financial review**

Our finances have been affected by 2 main difficulties: Firstly, the pandemic resulting in lockdowns meant we have spent more on staffing & health/safety supplies than usual. This was partially offset by grants from local council. The other issue has been the ongoing building works which has resulted in extra costs although, Raphael Centre did not bear the main burden of these and we have only been out of pocket by a small deficit. This is due to extra income received through fundraising.

We would like to thank: Wolfson Foundation, John James, & Baily Thomas for their generous support over the last couple of years

##### **Reserves Policy**

The charity requires sufficient reserves, in the form of working capital, in order to operate. The management committee consider that a level representing three month's trading expenses would be justifiable. Historically levels of reserves have been substantially below this figure. The charity aims to increase its reserves to that level as trading conditions permit, but not at the expense of the aims of the charity. This policy will be reviewed annually by the management committee before the Annual General Meeting, and submitted to the meeting for approval.

# Raphael Centre

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

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#### Financial review *(continued)*

##### Investment Policy

Aside from retaining a prudent amount in reserves each year most of the money is spent in the short term so there are few funds for long term investment. Having options available, the Management Committee has decided to invest the available funds in ethical deposits. This has been the policy for many years and the Management Committee has been satisfied with the return from this type of deposit.

##### Principal Risks and Uncertainties

The Management Committee has conducted a review of the major risks to which the charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. External risks to funding cannot be influenced but are monitored closely. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, and residents. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

##### Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 10 Nov 2021... and signed on behalf of the board of trustees by:

E Winkler  
Charity Secretary



The image shows two handwritten signatures. The top signature is 'A Brenard' and the bottom signature is 'E Winkler'. Both signatures are written in black ink and are positioned above a horizontal line.

# Raphael Centre

## Company Limited by Guarantee

### Independent Examiner's Report to the Trustees of Raphael Centre

Year ended 31 March 2021

---

I report to the trustees on my examination of the financial statements of Raphael Centre ('the charity') for the year ended 31 March 2021.

#### Responsibilities and basis of report

The trustees are also the directors of the company for the purposes of company law are responsible for the preparation of the financial statements. 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 'Accounting body'. Having satisfied myself that the charity is not subject to 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;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

#### Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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."



Roger C Oaten Chartered Accountants  
Independent Examiner

Ground Floor  
23 Westfield Park  
Redland  
Bristol  
BS6 6LT

7.12.2021

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# Raphael Centre

## Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2021

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		2021		2020
	Note	Unrestricted funds £	Total funds £	Total funds £
<b>Income and endowments</b>				
Donations and legacies	5	49,291	49,291	60,595
Charitable activities	6	279,657	279,657	277,929
Investment income	7	92	92	266
<b>Total income</b>		<u>329,040</u>	<u>329,040</u>	<u>338,790</u>
<b>Expenditure</b>				
Expenditure on charitable activities	8,9	<u>325,183</u>	<u>325,183</u>	<u>345,860</u>
<b>Total expenditure</b>		<u>325,183</u>	<u>325,183</u>	<u>345,860</u>
<b>Net income/(expenditure) and net movement in funds</b>		<u>3,857</u>	<u>3,857</u>	<u>(7,070)</u>
<b>Reconciliation of funds</b>				
Total funds brought forward		79,950	79,950	87,020
<b>Total funds carried forward</b>		<u>83,807</u>	<u>83,807</u>	<u>79,950</u>

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

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The notes on pages 7 to 15 form part of these financial statements.

# Raphael Centre

## Company Limited by Guarantee

### Statement of Financial Position

31 March 2021

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible fixed assets	15	280	1,954
<b>Current assets</b>			
Debtors	16	32,436	23,494
Cash at bank and in hand		78,715	98,473
		<u>111,151</u>	<u>121,967</u>
<b>Creditors: amounts falling due within one year</b>	17	<u>27,624</u>	<u>43,971</u>
<b>Net current assets</b>		<u>83,527</u>	<u>77,996</u>
<b>Total assets less current liabilities</b>		<u>83,807</u>	<u>79,950</u>
<b>Net assets</b>		<u>83,807</u>	<u>79,950</u>
<b>Funds of the charity</b>			
Unrestricted funds		<u>83,807</u>	<u>79,950</u>
<b>Total charity funds</b>	20	<u>83,807</u>	<u>79,950</u>

For the year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 10<sup>th</sup> Nov 2021 and are signed on-behalf of the board by:

  
A Brenard

  
E. WINKLER

The notes on pages 7 to 15 form part of these financial statements.

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements

Year ended 31 March 2021

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#### 1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Raphael House, 3 Hillside, Cotham, Bristol, BS6 6JP.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### 3. Accounting policies

##### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### Going concern

There are no material uncertainties about the charity's ability to continue.

##### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

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#### 3. Accounting policies *(continued)*

##### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- *income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.*
- *legacy income is recognised when receipt is probable and entitlement is established.*
- *income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.*
- *income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.*

##### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- *expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.*
- *expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.*
- *other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.*

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

## Raphael Centre

### Company Limited by Guarantee

#### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

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#### 3. Accounting policies *(continued)*

##### Tangible assets *(continued)*

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures and fittings - 25% reducing balance

##### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

##### Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attaching to them and the grants will be received.

Where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

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#### 3. Accounting policies *(continued)*

##### Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2021

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#### 3. Accounting policies *(continued)*

##### Defined contribution plans *(continued)*

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

#### 4. Limited by guarantee

The company is limited by guarantee not having share capital.

#### 5. Donations and legacies

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
<b>Grants</b>				
Grants receivable Covid related	7,043	7,043	–	–
Grants receivable non-Covid related	1,392	1,392	–	–
Government grant income CJRS	11,256	11,256	–	–
<b>Other donations and legacies</b>				
Other donations and legacies	29,600	29,600	60,595	60,595
	<u>49,291</u>	<u>49,291</u>	<u>60,595</u>	<u>60,595</u>

#### 6. Charitable activities

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Residential support income	264,486	264,486	257,518	257,518
Recharged expenditure	15,171	15,171	20,411	20,411
	<u>279,657</u>	<u>279,657</u>	<u>277,929</u>	<u>277,929</u>

#### 7. Investment income

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Bank interest receivable	92	92	266	266

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# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

#### 8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Residential support	256,101	256,101	258,878	258,878
Support costs	69,082	69,082	86,982	86,982
	<u>325,183</u>	<u>325,183</u>	<u>345,860</u>	<u>345,860</u>

#### 9. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	Total funds 2021 £	Total fund 2020 £
Residential support	256,101	56,473	312,574	331,235
Governance costs	–	12,609	12,609	14,625
	<u>256,101</u>	<u>69,082</u>	<u>325,183</u>	<u>345,860</u>

#### 10. Analysis of support costs

	Analysis of support costs activity 1 £	Total 2021 £	Total 2020 £
Premises	45,654	45,654	61,188
Communications and IT	5,186	5,186	2,314
General office	7,522	7,522	8,856
	<u>58,362</u>	<u>58,362</u>	<u>72,358</u>

#### 11. Net income/(expenditure)

Net income/(expenditure) is stated after charging/(crediting):

	2021 £	2020 £
Depreciation of tangible fixed assets	<u>1,674</u>	<u>1,728</u>

#### 12. Independent examination fees

	2021 £	2020 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>1,000</u>	<u>1,000</u>

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2021

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#### 13. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021	2020
	£	£
Wages and salaries	185,422	169,104
Social security costs	10,195	9,851
Employer contributions to pension plans	3,815	3,330
	<u>199,432</u>	<u>182,285</u>

The average head count of employees during the year was 10 (2020: 10). The average number of full-time equivalent employees during the year is analysed as follows:

	2021	2020
	No.	No.
Management	1	1
Administration	1	1
Direct Charitable	8	8
	<u>10</u>	<u>10</u>

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

#### 14. Trustee remuneration and expenses

No Trustees received remuneration or honorarium during the year. Nor did they receive any expenses. No employee received remuneration in excess of £60,000 p.a.

#### 15. Tangible fixed assets

	Fixtures and fittings £
<b>Cost</b>	
At 1 April 2020 and 31 March 2021	<u>43,131</u>
<b>Depreciation</b>	
At 1 April 2020	41,177
Charge for the year	1,674
At 31 March 2021	<u>42,851</u>
<b>Carrying amount</b>	
At 31 March 2021	<u>280</u>
At 31 March 2020	<u>1,954</u>

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# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

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#### 16. Debtors

	2021	2020
	£	£
Trade debtors	25,800	13,324
Prepayments and accrued income	6,636	10,170
	<u>32,436</u>	<u>23,494</u>

#### 17. Creditors: amounts falling due within one year

	2021	2020
	£	£
Bank loans and overdrafts	393	305
Trade creditors	2,014	5,304
Accruals and deferred income	21,598	35,101
Social security and other taxes	3,619	3,261
	<u>27,624</u>	<u>43,971</u>

#### 18. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £3,815 (2020: £3,330).

#### 19. Government grants

The amounts recognised in the financial statements for government grants are as follows:

	2021	2020
	£	£
Recognised in income from donations and legacies:		
Government grants income	<u>11,256</u>	<u>—</u>

# Raphael Centre

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2021

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#### 20. Analysis of charitable funds

##### Unrestricted funds

	At 1 April 2020 £	Income £	Expenditure £	At 31 March 2021 £
General funds	14,950	329,040	(325,183)	18,807
Designated Fund	65,000	–	–	65,000
	<u>79,950</u>	<u>329,040</u>	<u>(325,183)</u>	<u>83,807</u>

	At 1 April 2019 £	Income £	Expenditure £	At 31 March 2020 £
General funds	22,020	338,790	(345,860)	14,950
Designated Fund	65,000	–	–	65,000
	<u>87,020</u>	<u>338,790</u>	<u>(345,860)</u>	<u>79,950</u>

#### 21. Analysis of net assets between funds

	Unrestricted Funds £	Total Funds 2021 £
Tangible fixed assets	484	484
Current assets	110,254	110,254
Creditors less than 1 year	(27,463)	(27,463)
<b>Net assets</b>	<u>83,275</u>	<u>83,275</u>

	Unrestricted Funds £	Total Funds 2020 £
Tangible fixed assets	1,954	1,954
Current assets	121,967	121,967
Creditors less than 1 year	(43,972)	(43,972)
<b>Net assets</b>	<u>79,949</u>	<u>79,949</u>

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