

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Charity Name

Elmbridge Community Link

On accounts for the year ended

31st March 2025 Company No:2913280

**Charity no
(if any)**

1035501

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2026**

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

Independent examiner's statement

[The charity's gross income does not exceed £250,000]

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

* Please delete the words in the brackets if they do not apply.

Signed:

S P Denman

Date:

31/12/2025

Name:

Steve Denman

Relevant professional qualification(s) or body (if any):

NA

Address:

61, Burleigh Park. Cobham KT11 2DU

Elmbridge Community Link

(Limited by Guarantee)

Company No. 2913280
Registered Charity No. 1035501

Financial Statements for the Year Ended 31st March 2025

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Elmbridge Community Link

(Limited by Guarantee)

Status: Company Limited by Guarantee No. 2913280
Incorporated 22nd March 1994
Registered Charity No. 1035501

Registered Office: 2 Quintet Buildings
Churchfield Road
Walton on Thames
Surrey KT12 2TZ

Business Address: 2 Quintet Buildings
Churchfield Road
Walton on Thames
Surrey KT12 2TZ

Trustees/Directors: A Ledgard (Chair)
T Collins
J Smith
D Middleton (Treasurer)
L Wilks
G Bourne
M Nally

Independent Examiner: S P Denman
61 Burleigh Park
Cobham
KT11 2DU

Bankers: CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4JQ

Elmbridge Community Link

(Limited by Guarantee)

Report of the Trustees/Directors

Our aims and objectives

Elmbridge Community Link (ECL) was formed in 1994 to promote the relief of all persons with a learning disability and / or autism within the area of Elmbridge Borough Council. We aim to do this by:

- offering a range of activities for people with learning disabilities in Elmbridge
- identifying and reaching those that need our services in Elmbridge.

We also host a regular User Forum, with other groups and agencies in the borough, which provide services for people with learning disabilities.

We have a regular, well-attended activity programme and currently support some 80 people with learning disabilities, their families and carers.

How our activities deliver public benefit

People with learning disabilities are amongst the most vulnerable and socially excluded in society and have lifelong support needs. Their multiple needs mean that they have a significantly reduced ability to understand new or complex information and learn new skills. They find it difficult to cope independently and often feel isolated from the wider community as they rarely use local leisure and community facilities. They have substantially higher health needs than the general population. They are also more likely to experience poverty, poor housing, lack of employment, social isolation and discrimination.

Services for people with learning disabilities are changing yet choice remains limited and there are very few independent providers or charities working in this area. ECL's challenge is to identify and engage people with learning disabilities, particularly young people, and to engage them in our activities ensuring they do not become isolated.

ECL aims to provide support for people with learning disabilities to overcome disadvantages by enriching their daily lives through activities and group work. These activities concentrate on helping people learn new skills; improve their sense of belonging to the local community; enhance existing strengths; lead healthier lives; offer new friendship opportunities and improving confidence levels and self esteem.

Elmbridge Community Link

(Limited by Guarantee)

Report of the Trustees/Directors cont'd

How our activities deliver public benefit cont'd

We monitor and evaluate our work by recording attendance, and canvassing members to evaluate our services and staff make regular reports on progress to funding organisations and the Trustees. Due to our support members are: learning new skills; healthier; happier; and more sociable and confident.

Ensuring our work delivers our aims

Each of our three weekly activity sessions has been developed to deliver our aim of enhancing the lives of people with learning disabilities and autism in the Elmbridge community. Having identified a need to reach more people in the area who are not currently accessing our support, in 2024/25 we carried out a targeted campaign, connecting with local schools with SEN provision, social prescribers and residential homes. We also raised awareness of our services through social media, our website and local community noticeboards.

Staff and Volunteers

The charity employed two part time staff, three self-employed facilitators and around thirty-five volunteers, many of whom come from local sixth-form colleges and schools. Volunteers tell us that they also experience a range of benefits from their ECL involvement, citing improved confidence, friendship possibilities and employability.

Financial Review

Principal Funding Sources

The charity is grateful to receive multi-annual funding from Elmbridge Borough Council and The RC Sherriff Trust. We would also not be able to function as we do without the continuing support of Walton Charity which has, in previous years, provided funding for our activities and continues to support us by providing subsidised office accommodation, office services, advice and expertise as we continue to grow and develop.

This year, we have successfully applied to Walsingham Care, the Robert Philips Trust and Baily Thomas for additional funding, bringing in a total of £20,000 in grants.

ECL makes a modest charge for people to attend activities which generated £14.8k during the year.

Elmbridge Community Link

(Limited by Guarantee)

Report of the Trustees/Directors cont'd

Financial Review cont'd

Investment Policy

Aside from retaining a prudent amount in reserves each year most of the charity's funds are to be spent in the short term so there are no funds for long term investment. Surplus funds are held on deposit.

Reserves Policy

The Trustee Board has examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds held by the charity should be equal to at least six months of annual expenditure. Forecast expenditure for the year ending 31st March 2026 is c.£50,000 and, therefore, the target is £25,000. The present level of reserves of some £48,000 is above the target level. The Trustees believe this is a prudent level of reserves in the short-term as the 2019 Big Lottery Funding grant tapers over the 5-year award period and so our ability to diversify income will be tested over the next year.

Future plans

ECL's Trustees and Management have focused on diversifying our funding base and keeping a close eye on costs. We are by no means complacent regarding the challenge presented to diversify our funding base. A major challenge over the next period is to attract new members, particularly into the younger cohort.

Our plan for the year ending 31st March 2026 is to continue to:

- consolidate our services to members building on the growth in the number of activities we deliver;
- publicise our services more widely within the local community to attract new members;
- evaluate the success and benefits of our activities with a view to improving services;
- ensure ongoing volunteer training and development;
- work in partnerships in an attempt to place high functioning younger adults into work placements.

We will also continue to develop new partnerships with local organisations that not only leverage our combined resources but also deliver an exciting proposition to our members.

Structure, governance and management

Governing document

The organisation is a charitable company limited by guarantee, incorporated and registered as a charity on 22nd March 1994.

Elmbridge Community Link

(Limited by Guarantee)

Report of the Trustees/Directors cont'd

Structure, governance and management cont'd

Recruitment and appointment of Trustees

Over the past year, ECL has appointed one new Trustee, Mike Nally. All the Trustees on the Board bring a different lived experience and fresh perspective to ECL. In 2025 our Trustees have taken part in individual fundraising initiatives, including a skydive and a half marathon, as well as working together as a Board to organise a Quiz Night.

Organisational structure

A Trustee Board governs ECL. Trustees come from a range of relevant backgrounds (counselling, parent carer, running services for people with learning disabilities and volunteering), with key specific skills - marketing, fundraising and business development/organisational change - all represented on the Board.

The Board is responsible for setting the strategic direction of the organisation and the policy of the charity. The Trustees carry the ultimate responsibility for the conduct of ECL and for ensuring that the charity satisfies its legal and contractual obligations. Trustees meet as a minimum quarterly and delegate the day-to-day operation of the organisation to staff. The Trustee Board is independent from management.

Risk Management

Significant risks to the charity are considered as part of the Trustee Board's annual review of policies. ECL has the following policies:

- Child Protection
- Equal Opportunities
- Health and Safety Policy
- Health and Safety for the kitchen
- Vulnerable Adults
- Feedback and Complaints Policy
- Environmental and Sustainability Policy

In addition, the Charity Coordinator, Pier Markham, holds and updates specific Risk Assessments for each of the different ECL activities and there are Fire Evacuation Plans for all venues used by the charity. The charity maintains a formal Risk Register.

Elmbridge Community Link

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Report of the Trustees/Directors cont'd

Structure, governance and management cont'd

Induction and training of new Trustees

Newly appointed Trustees are provided with a comprehensive induction to ECL through the provision of training and mentoring by established Trustees.

Related parties

In so far as it is complimentary to the charity's objects, the charity is guided by both local and national policy. *Valuing People*, a White Paper (2001), was the first review of Learning Disability services for 30 years and remains the blueprint for change for English local authorities and NHS agencies. *Valuing People* emphasised the need for new opportunities for people with learning disabilities to live more independent lives in the community. The charity continues to participate in the local network of Valuing People groups and also co-operates and liaises with a number of other local charities, sports clubs, local businesses and social services departments on behalf of clients.

Trustees/Directors

The Trustees/Directors during the year were:-

A Ledgard (Chair)
T Collins
J Smith
D Middleton (Treasurer)
L Wilks
G Bourne
M Nally (appointed 17 June 2024)

Trustees' responsibilities in relation to the financial statements

Company law requires the charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, for that period. In preparing the financial statements, the Trustees are required to:

Elmbridge Community Link

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Report of the Trustees/Directors cont'd

Trustees' responsibilities in relation to the financial statements cont'd

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

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

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement as to disclosure to our independent examiner

In so far as the Trustees are aware at the time of approving our Trustees' annual report:

- there is no relevant information, being information needed by the independent examiner in connection with preparing their report, of which the independent examiner is unaware, and
- the Trustees, having made enquiries of fellow directors and the independent examiner that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

By order of the board of Trustees



Ann Ledgard (Chair)
30 December 2025

Elmbridge Community Link

(Limited by Guarantee)

Statement of Financial Activities for the year ended 31st March 2025

	<u>Notes</u>	<u>Restricted</u>	<u>Unrestricted</u>	<u>YTD Total</u>	<u>Prior Year Total</u>
Incoming Resources					
Activities Fees & Fundraising		-	16,946	16,946	17,338
Grants & Donations		9,398	10,028	19,426	22,839
Interest		-	1,432	1,432	1,514
Total Incoming Resources		<u>£9,398</u>	<u>£28,406</u>	<u>£37,804</u>	<u>£41,691</u>
Resources Expended					
Wages & Payroll		1,696	11,476	13,172	30,838
Temporary Staff		3,682	16,794	20,476	7,194
Workshop Costs		239	2,462	2,701	1,943
Rent & Hall Hire		3,781	6,770	10,551	9,304
Printing & Stationery		-	459	459	363
IT & Communications		-	547	547	1,165
Insurance		-	554	554	554
Sundry Expenses		-	644	644	303
Bank Charges		-	60	60	87
Total Resources Expended		<u>£9,398</u>	<u>£39,766</u>	<u>£49,164</u>	<u>£51,751</u>
Net Incoming/(Outgoing) Resources		-	(11,360)	(11,360)	(10,060)
Net Movement in Funds		<u>-</u>	<u>(£11,360)</u>	<u>(£11,360)</u>	<u>(£10,060)</u>
Total Funds Brought Forward	5	-	59,945	59,945	70,005
Total Funds Carried Forward		<u>-</u>	<u>£48,585</u>	<u>£48,585</u>	<u>£59,945</u>

Elmbridge Community Link

(Limited by Guarantee)

Company No. 2913280

Balance Sheet at 31st March 2025

	<u>Notes</u>	<u>31/03/25</u>	<u>31/03/24</u>
Tangible Fixed Assets		-	-
Current Assets			
Debtors & prepayments		2,230	1,180
Cash at bank & in hand		65,413	72,228
Total Current Assets		67,643	73,408
Creditors: Amounts Falling Due			
Within One Year	3	(19,058)	(13,463)
Net Current Assets		48,585	59,945
Net Assets		£48,585	£59,945
Funds			
General funds		48,585	59,945
Restricted funds		-	-
Total Funds	5	£48,585	£59,945

For the year ending 31st March 2025, the 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 company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

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

These accounts have been prepared in accordance with the micro-entity provisions and delivered in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Board of Trustees on 30 December 2025 and signed on its behalf by



Ann Helen Ledgard
Chair

Elmbridge Community Link

(Limited by Guarantee)

Statement of Cash Flows for the year ended 31st March 2025

	<u>31/03/25</u>	<u>31/03/24</u>
Opening balance	72,228	80,020
Closing balance	<u>65,413</u>	<u>72,228</u>
Cash inflow/(outflow)	<u><u>(£6,815)</u></u>	<u><u>(£7,792)</u></u>
 Operating profit/(loss)	 (11,360)	 (10,060)
Debtors & prepayments	(1,050)	767
Creditors	5,595	1,501
 Cash inflow/(outflow)	 <u><u>(£6,815)</u></u>	 <u><u>(£7,792)</u></u>

Elmbridge Community Link

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Notes to the Financial Statements for the year ended 31st March 2025

1 Accounting Policies

(a) Basis of Accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard FRS102 (effective January 2015) and the Companies Act 2006.

(b) Taxation

As a Registered Charity the company is exempt from taxation.

2 Restricted Funds

Restricted funds represent amounts received from donors who have specified the use of those funds as a condition for making the donation.

	Deferred Income b/f	Incoming Resources	Outgoing Resources	Deferred Income c/f
Big Lottery Fund	833	-	(833)	-
Elmbridge Borough Council	2,000	1,500	(3,500)	-
RC Sherriff Trust	3,985	2,000	(1,869)	4,116
Surrey County Council		5,850	(1,725)	4,125
Walsingham Care		5,000	(1,250)	3,750
	<u>£6,818</u>	<u>£14,350</u>	<u>(£9,178)</u>	<u>£11,991</u>

3 Creditors: Amounts Falling Due Within One Year

	<u>2025</u>	<u>2024</u>
Corporation Tax	-	-
Other Taxation	(26)	(50)
Creditors	(7,041)	(1,422)
Deferred Income:		
Grants	(11,991)	(11,991)
Donations	-	-
	<u>(£19,058)</u>	<u>(£13,463)</u>

Elmbridge Community Link

(Limited by Guarantee)

Notes to the Financial Statements for the year ended 31st March 202 cont'd

4 Called Up Capital

The company is limited by guarantee and does not have a share capital. All the members are guarantors to an amount not exceeding £1 per guarantor.

5 Reconciliation Of Movement Of Accumulated Funds

	<u>2025</u>	<u>2024</u>
Net movement in funds for the year	(11,360)	(10,060)
Total funds brought forward	59,945	70,005
Total funds carried forward	<u>£48,585</u>	<u>£59,945</u>