

**COMPANY REGISTRATION NUMBER: 03043493**  
**CHARITY REGISTRATION NUMBER: 1050035**

**Time Together**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**31 March 2024**

**LITHGOW PERKINS LLP**  
Chartered Accountants  
Crown Chambers  
Princes Street  
Harrogate

**Time Together**  
**Company Limited by Guarantee**  
**Financial Statements**  
**Year ended 31 March 2024**

	<b>Page</b>
Trustees' annual report (incorporating the director's report)	<b>1</b>
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>

**Time Together**  
**Company Limited by Guarantee**  
**Trustees' Annual Report (Incorporating the Directors' Report)**  
**Year ended 31 March 2024**

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**

<b>Registered charity name</b>	Time Together
<b>Charity registration number</b>	1050035
<b>Company registration number</b>	03043493
<b>Principal office and registered office</b>	Unit 10 Provincial Works The Avenue Harrogate
<b>The Trustees</b>	C Trickett E A Denny H Fairbrother <i>H M Shay (resigned 4 April 2024)</i> J Turner L M E D Cameron (appointed 1 May 2023)
<b>Company secretary</b>	H Fairbrother
<b>Accountants</b>	Lithgow Perkins LLP, Chartered Accountants, Crown Chambers, Princes Street, Harrogate HG1 1NJ

**Structure, governance and management**

**Governing document:** The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

**The Trust Board:** We are governed by a small voluntary Board of Trustees who are also Company Directors of Time Together and responsible for overseeing the work of the organisation, setting strategic direction, ensuring regulatory compliance, and acting as ambassadors for the organisation. Trustees typically meet on a six to eight weekly basis, or more frequently if necessary, and bring a wide range of skills and experience including: financial skills, first-hand experience of being parents/carers of our client groups, educational experience, charity governance and management, strategic planning, budgeting and regulatory knowledge and awareness of other areas important to our work, such as safeguarding.

Our approach to trustee induction involves supporting new trustees to understand the work of the organisation to enable them to see the impact that their decisions may have. Trustees are encouraged to become directly involved in activities alongside our clients and to join the staff at times in their administrative and management work at the small team office. Trustees can join in training, which is provided to the staff team, and are offered training specific to their role.

Trustees in post at the time this report was approved:	<b>Chair</b>	J Turner
	<b>Treasurer</b>	C Trickett
	<b>Secretary</b>	H Fairbrother
	<b>Trustee</b>	E A Denny
	<b>Trustee</b>	L M E D Cameron

We are pleased that our Trustees continue to be loyal and committed to Time Together, and that we have excellent continuity. We however continue to review the skill mix of Trustees and to seek new Trustees who will bring appropriate skills and experience to the organisation.

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Key risks include funding uncertainties and workforce challenges. Mitigation strategies include diversifying income streams and staff development initiatives.

**Time Together**  
**Company Limited by Guarantee**  
**Trustees' Annual Report (Incorporating the Directors' Report)**

**Year ended 31 March 2024**

**Background**

Time Together is a Registered Charity and Limited Company by guarantee, incorporated on 7 April 1995. We are a Harrogate based charity that provides support services in North Yorkshire for people with a learning disability and autistic people. Since 1995 we have been enabling and empowering individuals to live meaningful, inclusive, rewarding and fulfilling lives in the community and our activities provide benefit to members of our local community.

**Our Vision:** People in the Harrogate area with support needs live life well

**Mission:** Time Together provides people with support needs living in Harrogate and its surrounding area with the choices, personalised support and opportunities they need to improve their independence, wellbeing and community connections.

**Values:** Everything we do is underpinned by our values.

As an organisation we are: **Passionate** about what we do

**Open, honest and inclusive** in the way we operate and communicate

**Enabling** in the way we support individuals

**Caring** – we treat everyone with respect and kindness

**Loyal and dedicated** – to staff and to the clients we support

**Flexible and accommodating** in our approach

**Objectives and activities**

Time Together supports people with a learning disability and autistic people in the Harrogate area to live life well, with focus on independence, well-being and community connection.

This is achieved through the provision of one-to-one support and facilitation of inclusive clubs, groups, trips, events and other opportunities.

Alongside meeting basic support needs, the emphasis in all our group activities is promoting shared enjoyment and improved social opportunity for people who are otherwise vulnerable to becoming isolated, with focus on independence, well-being and community connection.

Whilst keeping clients very much at the centre of our work, as a caring charity, we have a clear responsibility to review and strengthen our purpose, objectives and effectiveness of support provision. Our approach is characterised by gradual progressive changes which build on successes without jeopardising continuity.

The principal activity of the charity is to promote and create valued social roles for disabled people, to support disabled people in developing new and maintaining existing friendships and to enable them to contribute their skills and abilities to their respective communities. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

**Staff**

The charity operates with a CEO, a Deputy Manager and a team of support staff and administrative staff. Time Together provides employment for a team of 18 staff which is a mix of full time and part time hours.

Despite the fact that there are challenges in recruitment in the care sector and lower rates of pay, we try to ensure that staff feel rewarded in their work and we continue to have a relatively low turnover of staff, some of whom have been with Time Together for over twenty years. There is good staff loyalty to Time Together and its purpose.

**Time Together**  
**Company Limited by Guarantee**  
**Trustees' Annual Report (Incorporating the Directors' Report) (continued)**  
**Year ended 31 March 2024**

**Maintaining and developing standards**

The most recent inspection of our services carried out by the Care Quality Commission was on 20 December 2019. In giving their rating the Care Quality Commission ask: Is the service **Safe, Effective, Caring, Responsive, Well led?** The service was rated as 'good' overall, having remained so since the previous inspections in April 2015 and April 2017. The full report is available at; <https://www.cqc.org.uk/location/1-580243993>.

**Embedding Time Together into the community**

Though Time Together has a robust individual identity, we are aware that this is strengthened by partnering with and accepting support from other organisations and working jointly with them to continue to develop strong links in our community. We encourage others to share in our resources and are pleased to continue to welcome community groups and other charitable organisations to make use of our accessible premises with its interactive sensory equipment.

**Financial stability**

The trend over recent years of having to work harder to maintain a secure financial position continues. Pressure from reduction in overall social care budgets means that we have to be very cautious in agreeing any expenditure and that we have had to invest significant time in working to achieve other incomes to support and extend the range of services and opportunities we can offer to clients. We are careful to keep under review and renegotiate contracts to ensure that the charity funds are used as effectively as possible.

We have been fortunate to receive donations this year from AM Fenton Trust, BNI Yorkshire North, The Prince of Wales Starbeck, The Office Ale House Starbeck, It's Clean and from a number of other private donors. Charitable giving and income from client services has supported the continuation of Time Together as a viable organisation. Despite challenges, including sector-wide funding constraints, the charity remains financial stable. Donations and grants accounted for £12,202, reflecting strong community support. Reviews of our risk register have led us to consider lesser threats to our stability and continuity, along with more significant threats with possible increased staff sickness in an epidemic. As of November 2024, we continue to have a sound financial position and are able to maintain individualised care for all our clients.

**Financial Review**

The surplus for the year was £1,135 (2023: £15,183 deficit). The balance of funds at the end of the year was £141,055 (2023: £139,920) and these reserves are considered adequate for our purposes and our plans for the year ahead.

**Achievements and Performance**

- Maintained consistent delivery of over 15,000 hours of one-to-one support, positively impacting individuals' independence and wellbeing
- Initiated new activities to combat isolation and promote skills development
- Strengthened partnerships with local organisations for community integration
- Demonstrated resilience in uncertain times by achieving a small net surplus despite sector-wide funding challenges
- Secured significant donations and grants from community supporters, maintaining a strong reserve balance
- Optimising operational costs through prudent financial management, ensuring funds are directed toward enhancing client services
- Expanded awareness of our services through local events and fundraising initiatives, increasing public engagement and support

**Time Together**  
**Company Limited by Guarantee**  
**Trustees' Annual Report (Incorporating the Directors' Report) (continued)**  
**Year ended 31 March 2024**

**Looking forward**

We are heartened by the fact that Time together has provided a great quality of support and opportunities since 1995, and we look forward to our 30<sup>th</sup> birthday celebrations in 2025 and a positive future ahead.

**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 18 November 2024 and signed on behalf of the board of trustees by:

Jane Turner  
Chair of Trustees  
On behalf of the Trust Board

**Time Together**  
**Company Limited by Guarantee**  
**Independent Examiner's Report to the Trustees of Time Together**  
**Year ended 31 March 2024**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

**Responsibilities and basis of report**

As the charity's 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 (ICAEW), 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.

Michael Briggs FCA  
Independent Examiner

Crown Chambers  
Princes Street  
Harrogate

18 November 2024

**Time Together**  
**Company Limited by Guarantee**  
**Statement of Financial Activities**  
**(including income and expenditure account)**

**31 March 2024**

		Unrestricted funds	2024 Restricted funds	Total funds	2023 Total funds
	Note	£	£	£	£
<b>Income and endowments</b>					
Donations and legacies	5	6,463	-	<b>6,463</b>	6,458
Other trading activities	6	400,834	-	<b>400,834</b>	378,173
Grants	7	5,739	-	<b>5,739</b>	1,768
<b>Total income</b>		<u>413,036</u>	<u>-</u>	<u><b>413,036</b></u>	<u>386,399</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of other trading activities	8	(408,975)	-	<b>(408,975)</b>	(399,290)
Expenditure on charitable activities	9,10	(2,926)	-	<b>(2,926)</b>	(2,292)
<b>Total expenditure</b>		<u>(411,901)</u>	<u>-</u>	<u><b>(411,905)</b></u>	<u>(401,582)</u>
<b>Net income and net movement in funds</b>		<u>1,135</u>	<u>-</u>	<u><b>1,135</b></u>	<u>(15,183)</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		139,518	402	<b>139,920</b>	155,103
Transfer between funds		402	(402)	-	-
<b>Total funds carried forward</b>		<u>141,055</u>	<u>-</u>	<u><b>141,055</b></u>	<u>139,920</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 8 to 13 form part of these financial statements



**Time Together**  
**Company Limited by Guarantee**  
**Statement of Financial Position**  
**31 March 2024**

		2024		2023
		£	£	£
<b>Fixed assets</b>				
Tangible fixed assets	15		4,279	4,552
<b>Current assets</b>				
Debtors	16	14,007		10,202
Cash at bank and in hand		125,690		127,252
		<u>139,697</u>		<u>137,454</u>
<b>Creditors: amounts falling due within one year</b>	17	2,921		2,086
<b>Net current assets</b>			<u>136,776</u>	<u>135,368</u>
<b>Total assets less current liabilities</b>			<u><u>141,055</u></u>	<u><u>139,920</u></u>
<b>Funds of the charity</b>				
Unrestricted funds			141,055	139,518
Restricted funds			-	402
<b>Total charity funds</b>	18		<u><u>141,055</u></u>	<u><u>139,920</u></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.

Trustees responsibilities:

- ☐ The members have not required the charity to obtain an audit of its financial statements for the year in question in accordance with section 476;
- ☐ The trustees 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 18 November 2024 and are signed on behalf of the board by:

J Turner  
Trustee

The notes on pages 8 to 13 form part of these financial statements

**Time Together**  
**Company Limited by Guarantee**  
**Notes to the Financial Statements**  
**Year ended 31 March 2024**

**1. General information**

The charity is 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 Unit 10, Provincial Works, The Avenue, Harrogate.

**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 Charities Act 2011.

**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.

**Disclosure exemptions**

The entity satisfies the criteria of being a qualifying entity as defined in FRS 102. As such, advantage has been taken of the following disclosure exemptions available under paragraph 1.12 of FRS 102:

- (a) No cash flow statement has been presented for the company.
- (b) Disclosures in respect of financial instruments have not been presented.

**Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the purposes of the charity. Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when imposed by the donor or when funds are raised for any particular restricted purposes.

## **Time Together**

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

#### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.

#### **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:

Equipment	- 25% reducing balance
-----------	------------------------

### **4. Limited by guarantee**

The company is a private company limited by guarantee and consequently does not have any share capital. Each of the members are liable to contribute an amount not exceeding £10 towards the assets of the company in the event of a liquidation.

**Time Together**

**Company Limited by Guarantee**

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

**Year ended 31 March 2024**

**5. Donations and legacies**

	Unrestricted Funds £	Restricted Funds £	<b>Total Funds 2024 £</b>	Total Funds 2023 £
<b>Donations</b>				
Voluntary income	6,463	-	<b>6,463</b>	6,458

**6. Other trading activities**

	Unrestricted Funds £	Restricted Funds £	<b>Total Funds 2024 £</b>	Total Funds 2023 £
Client mileage	11,745	-	<b>11,745</b>	49,335
Day services	389,089	-	<b>389,089</b>	328,838
	<b>400,834</b>	<b>-</b>	<b>400,834</b>	<b>378,173</b>

**7. Charitable Trusts/Funders grants**

	Unrestricted Funds £	Restricted Funds £	<b>Total Funds 2024 £</b>	Total Funds 2023 £
Costs of generating voluntary income	5,739	-	<b>5,739</b>	1,768

**8. Costs of other trading activities**

	Unrestricted Funds £	Restricted Funds £	<b>Total Funds 2024 £</b>	Total Funds 2023 £
Wages and salaries	334,769	-	<b>334,769</b>	324,952
Employer's NIC	19,650	-	<b>19,650</b>	17,490
Depreciation	1,429	-	<b>1,429</b>	1,519
Loss on disposal of fixed asset	170	-	<b>170</b>	-
Other expenses	52,957	-	<b>52,957</b>	55,329
	<b>408,975</b>	<b>-</b>	<b>408,975</b>	<b>399,290</b>

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

	Unrestricted Funds £	Restricted Funds £	<b>Total Funds 2024 £</b>	Total Funds 2023 £
Support costs	2,926	-	<b>2,926</b>	2,292

**Time Together**  
**Company Limited by Guarantee**  
**Notes to the Financial Statements (continued)**  
**Year ended 31 March 2024**

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

	Support costs	<b>Total funds</b>	Total fund
		<b>2024</b>	2023
	£	£	£
Governance costs	2,926	<b>2,926</b>	2,292

**11. Net income**

Net income is stated after charging/(crediting):

	<b>2024</b>	2023
	£	£
Depreciation of tangible fixed assets	<b>1,429</b>	1,519
Loss on disposal of fixed asset	<b>170</b>	-
	<b>1,599</b>	1,519

**12. Independent examination fees**

	<b>2024</b>	2023
	£	£
Fees payable to the independent examiner for: Independent examination of the financial statements	<b>840</b>	780

**13. Staff costs**

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

	<b>2024</b>	2023
	£	£
Wages and salaries	<b>334,769</b>	324,952
Social security costs	<b>19,650</b>	17,490
	<b>354,419</b>	342,442

The average head count of employees during the year was 17 (2023: 19). The average number of full-time equivalent employees during the year is analysed as follows:

	<b>2024</b>	2023
	No	No
Number of staff	<b>12</b>	13

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

**14. Trustee remuneration and expenses**

No remuneration or other benefits from employment with the charity were received by the trustees.

£44.46 trustee travel expenses were incurred during the year.

**Time Together**  
**Company Limited by Guarantee**  
**Notes to the Financial Statements (continued)**  
**Year ended 31 March 2024**

**15. Tangible fixed assets**

	<b>Equipment £</b>
<b>Cost</b>	
At 1 April 2023	<b>44,572</b>
Additions	<b>1,326</b>
Disposals	<b>(4,334)</b>
<b>At 31 March 2024</b>	<b>41,564</b>
<b>Depreciation</b>	
At 1 April 2023	<b>40,019</b>
Depreciation eliminated on disposals	<b>(4,163)</b>
Charge for the year	<b>1,429</b>
<b>At 31 March 2024</b>	<b>37,285</b>
<b>Carrying amount</b>	
<b>At 31 March 2024</b>	<b>4,279</b>
At 31 March 2023	<b>4,552</b>

**16. Debtors**

	<b>2024 £</b>	2023 £
Trade debtors	<b>14,007</b>	10,202
Other debtors	-	-
	<b>14,007</b>	10,202

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

	<b>2024 £</b>	2023 £
Trade creditors	<b>637</b>	-
Social security and other taxes	<b>1,444</b>	1,246
Other creditors	<b>840</b>	840
	<b>2,921</b>	2,086

**Time Together**

**Company Limited by Guarantee**

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

**Year ended 31 March 2024**

**18. Analysis of charitable funds**

	At 1 April 2023	Income	Expenditure	Transfer	At 31 March 2024
	£	£	£	£	£
Unrestricted funds	139,518	413,036	411,901	402	<b>141,055</b>
Restricted funds	402	-	-	(402)	-
	<u>139,920</u>	<u>413,036</u>	<u>411,901</u>	<u>-</u>	<u><b>141,055</b></u>

Restricted funds consist of donations from parties that are to be used only for the intended purpose of the donor. These funds are kept in a separate bank account by the charity.

**19. Analysis of net assets between funds**

	Unrestricted Funds	Restricted Funds	Total Funds 2024
	£	£	£
Tangible fixed assets	4,279	-	<b>4,279</b>
Current assets	139,697	-	<b>139,697</b>
Creditors less than 1 year	(2,921)	-	<b>(2,921)</b>
<b>Net assets</b>	<u>141,055</u>	<u>-</u>	<u><b>141,055</b></u>

**20. Related parties**

The company is controlled by the members.