



DALEWOOD TRUST

(Company Limited by guarantee – not having a share capital)

Trustees' Annual Report and Accounts

For the year ended 31st March 2023

Charity number 01058132

Company Registered in England: Number 03179744

Dalewood Trust – Trustees Annual Report and Accounts
LEGAL & ADMINISTRATIVE INFORMATION

Trustees	Mr R Eaton Mrs J M Carter Mrs J Atherton Mr J T Thompson Mr C Jefferson Mrs M Carr Mr R H Atherton	Chair
Manager	Mrs S Graham	
Charity number	01058132	
Company number	03179744	
Registered office	Cholmley Way Whitby North Yorkshire YO22 4NQ	
Independent examiner	Draycott & Kirk LLP 92 Westgate Guisborough TS14 6AP	
Bankers	HSBC 4 Baxtergate Whitby YO21 1BG	

Dalewood Trust – Trustees Annual Report and Accounts

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Dalewood Trust – Trustees Annual Report and Accounts
TRUSTEES' REPORT
FOR THE YEAR ENDED 31st MARCH 2023

The trustees, who are also the directors of Dalewood Trust for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

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

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

Dalewood Trust – Trustees Annual Report and Accounts
TRUSTEES' REPORT
FOR THE YEAR ENDED 31st MARCH 2023

The Trustees present their report and financial statements for the year ended 31st March 2023.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1st January 2016).

Objectives and activities

The charity's objectives are to advance the education and training of people with a learning disability, of school leaving age and above, in Whitby and the surrounding areas.

The policies adopted in furtherance of these objectives include:

- the advancement of education;
- the advancement of community development;
- the encouragement of equal opportunities;
- the relief of those in need, by reason of disability; and
- the promotion of any other charitable purpose which will develop the capacity and skills of the learners in such a way that they are able to help meet their own needs and to participate more fully in society.

There has been no significant change in these objectives during the year.

The trustees have paid due regard to the Charity Commission's guidance on public benefit in deciding what activities the charity should undertake.

Dalewood Trust – Trustees Annual Report and Accounts
TRUSTEES' REPORT
FOR THE YEAR ENDED 31st MARCH 2023

Achievements and performance

The charity provides education and training to people of school leaving age and above with learning disabilities. This education provides people who would otherwise be dependent on carers with life skills and training. The skills learned enable better integration for such people within the local community. The charity also provides respite relief for carers.

The Charity undertakes various activities to further its charitable purposes including day care for people with disabilities, gardening services, craft sales, lunches, and support worker provision.

The charity also operates a café in the local town centre to increase the public's awareness of the trust and to provide ongoing service user training. The numerical implications of these activities can be seen in note 4 on page 16 of these financial statements.

Public benefit:

The benefits to the public of the charity are:

- integration of local people with disabilities into the community
- respite relief for carers
- education and training of people with disabilities past school leaving age.

As required by the Charity Commission guidance, all these benefits relate to the aims of the charity. The trustees cannot see any detriment or harm arising from these benefits. The benefits are primarily to a specific section of the public, those with learning difficulties and their carer's. People in poverty are not excluded from the benefits

Dalewood Trust – Trustees Annual Report and Accounts
TRUSTEES' REPORT
FOR THE YEAR ENDED 31st MARCH 2023

Financial review

The results for the year and the charity's final position at the end of the year are shown in the attached financial statements.

A summary of the financial results is set out below:

	Unrestricted Funds £	Restricted Funds £	Total funds 2023 £	Total funds 2022 £
Incoming resources	731,116	-	731,116	646,924
Resources expended	(633,017)	(2,519)	(635,536)	(560,977)
Net incoming resources	<u>98,099</u>	<u>(2,519)</u>	<u>95,580</u>	<u>85,947</u>
Fund balances CF	<u>804,884</u>	<u>5,039</u>	<u>809,923</u>	<u>714,343</u>

The charity is dependent upon ongoing funding to provide for resources and staffing costs. Continued funding will be necessary to enable the charity to continue at its current level of activity. Whenever possible additional sources of funding are sought to mitigate the extent of the above.

The charity's policy on reserves is that unrestricted funds are needed to:

- provide funds which can be designated to specific projects to enable these projects to be undertaken at short notice; and
- cover administration and support costs, without which the charity could not function.

The trustees consider it prudent that unrestricted reserves should be sufficient to:

- avoid the necessity of realising fixed assets held for the charity's use;
- cover one year's management and administration costs;
- provide a pool equal to 10% of the average charitable expenditure over the preceding two years from which funds can be designated to specific projects.

The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. The level of reserves is monitored and reviewed by the trustees on an ongoing basis throughout the year.

Of the total unrestricted reserves at the year-end of £804,884, £32,606 is represented by capital items giving free reserves of £772,278.

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks. The trustees recognise the importance of this function and have put in place all the relevant policies. Budgets and forecasts are prepared on a regular basis, and these are regularly reviewed and measured against performance to minimise exposure to risk and allow tight control over expenditure.

Dalewood Trust – Trustees Annual Report and Accounts
TRUSTEES' REPORT
FOR THE YEAR ENDED 31st MARCH 2023

Structure, governance and management

Dalewood Trust was incorporated on 28th March 1996, as a company limited by guarantee. The charity was established on 28th March 1988 and is an independent registered charity – No 1058132. It is governed by its memorandum and articles of association and the terms of the principal trust deed dated 9 March 1988.

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

Mr R Eaton
Mrs J M Carter
Mrs J Atherton
Mr J T Thompson
Mr C Jefferson
Mrs M Carr
Mr R H Atherton

Additional trustees are appointed at the discretion of the current trustees. An induction process is undertaken for individuals prior to appointment as a trustee. All trustees are provided with ongoing literature relevant to their position and are encouraged to attend training courses where necessary.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £10 in the event of a winding up.

The trustees' report was approved by the Board of Trustees.



Mr R Eaton

Chairman

Dated: 7 SEP 23

Dalewood Trust – Trustees Annual Report and Accounts
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF DALEWOOD TRUST

I report on the accounts of the company for the year ended 31st March 2023 which are set out on pages 9 to 20.

Respective responsibilities of trustees and examiner

The charity's trustees, who are also the directors of Dalewood trust 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 the Institute of Chartered Certified Accountants.

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.

Basis of independent examiner's report

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

Independent examiner's statement

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

- (a) 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 financial statements 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
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



C Mason FCCA
Draycott & Kirk LLP

92 Westgate
Guisborough
Cleveland
TS14 6AP

Dated:

7/9/23

Dalewood Trust – Trustees Annual Report and Accounts
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31st MARCH 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
Income from:					
Donations and legacies		21,292	-	21,292	10,384
Charitable activities	3	706,655	-	706,655	636,465
Investments		3,169	-	3,169	75
Total income		<u>731,116</u>	<u>-</u>	<u>731,116</u>	<u>646,924</u>
Expenditure on:					
Charitable activities	4	<u>(633,017)</u>	<u>(2,519)</u>	<u>(635,536)</u>	<u>(560,977)</u>
Net (outgoing)/incoming resources before transfers		98,099	(2,519)	95,580	85,947
Gross transfers between funds		-	-	-	-
Net income/(expenditure) for the year / Net movement in funds		<u>98,099</u>	<u>(2,519)</u>	<u>95,580</u>	<u>85,947</u>
Fund balances at 1st April 2022		706,785	7,558	714,343	628,396
Fund balances at 31st March 2023		<u>804,884</u>	<u>5,039</u>	<u>809,923</u>	<u>714,343</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

Dalewood Trust – Trustees Annual Report and Accounts
BALANCE SHEET
AS AT 31st MARCH 2023

	Notes	2023 £	2022 £
Fixed assets			
Tangible assets	8	37,645	40,145
Current assets			
Debtors	9	30,444	21,774
Other debtors		-	110,570
Cash at bank and in hand		813,755	598,789
		<u>844,199</u>	<u>731,133</u>
Creditors: amounts falling due within one year	10	(71,921)	(56,935)
Net current assets		<u>772,278</u>	<u>674,198</u>
Net assets		<u>809,923</u>	<u>714,343</u>
Income funds			
Restricted funds	11	5,039	7,558
Unrestricted funds - general	11	804,884	706,785
	12	<u>809,923</u>	<u>714,343</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31st March 2023.

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

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.

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

The financial statements were approved by the Trustees on. 7.9.23

R Eaton
Chair



Company Registration No. 03179744

1. Accounting policies

Income

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

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

Grants receivable are shown gross and are recognised in the SOFA to the extent that they relate to the period up to the year end. Where funding has been given for a period that spans the year end, the amount that relates to the following period is deferred and carried forward.

Expenditure

All expenditure is accounted for on an accruals basis and has been classified under the headings that aggregate all costs related to the category.

Direct charitable expenditure includes the direct costs of the activities and depreciation on related assets. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of the resources.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses. Assets costing above £200 are capitalised at cost plus any incidental expenses of acquisition.

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

Leasehold property improvements	33% - 50% pa straight line
Fixtures, fittings & equipment	10% - 30% reducing balance
Motor vehicles	25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset and is recognised in the net income/(expenditure) for the year.

1. Accounting policies

Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible fixed assets to determine whether there is any indication that these assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other financial instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net bases or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

1. Accounting policies

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

Employee benefits

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

Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2. Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3. Income from charitable activities

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
Income from sale of goods and services	166,658	-	166,658	140,123
NYCC service contracts	506,810	-	506,810	433,831
Care fees receivable	33,187	-	33,187	37,197
Insurance claim	-	-	-	25,314.00
Total income	706,655	-	706,655	636,465

Dalewood Trust – Trustees Annual Report and Accounts
NOTES TO THE FINANCIAL STATEMENTS - FOR THE YEAR ENDED 31st MARCH 2023

4. Expenditure on charitable activities

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
Staff costs	445,175	-	445,175	365,694
Employers pension costs	6,484	-	6,484	5,261
Staff training and DBS	998	-	998	1,345
Purchases and provisions	35,730	-	35,730	26,427
Minibus costs	7,717	-	7,717	5,896
Activity costs	2,296	-	2,296	1,436
Utilities	16,306	-	16,306	15,956
Insurance	10,665	-	10,665	8,672
Telephone	2,491	-	2,491	2,255
Office costs	2,875	-	2,875	3,026
Repairs, small equipment, uniforms	22,980	-	22,980	14,460
Cleaning	2,231	-	2,231	2,189
Licences and subscriptions	2,691	-	2,691	2,523
Accountancy	865	-	865	4,880
Professional fees	3,629	-	3,629	2,697
Miscellaneous expenses	2,914	-	2,914	3,113
Finance costs	984	-	984	915
Depreciation	15,661	2,519	18,180	32,583
Irrecoverable input VAT	1,647	-	1,647	22,076
Coliseum Café - see below	48,678	-	48,678	39,573
	<u>633,017</u>	<u>2,519</u>	<u>635,536</u>	<u>560,977</u>
For the year ended 31st March 2021				
Unrestricted funds - general				558,458
Restricted funds				<u>2,519</u>
				<u>560,977</u>
Coliseum Café - all unrestricted				
Staff costs	20,618	-	20,618	18,663
Employers pension costs	397	-	397	345
Purchases and provisions	16,671	-	16,671	12,680
Rent	6,923	-	6,923	5,507
Telephone	-	-	-	16
Office costs	37	-	37	46
Repairs and small equipment	1,199	-	1,199	1,096
Cleaning	1,913	-	1,913	625
Licences and subscriptions	290	-	290	215
Miscellaneous expenses	200	-	200	4
Finance costs	211	-	211	225
Depreciation	219	-	219	151
	<u>48,678</u>	<u>-</u>	<u>48,678</u>	<u>39,573</u>

5. Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

6. Employees**Number of employees**

The average monthly number of employee during the year was:

	2023	2022
	No	No
Management and administration	5	5
Charitable activities	27	23
	<u>32</u>	<u>28</u>

Employment costs

	2023	2022
	No	No
Wages and salaries	445,869	369,022
Social security costs	19,925	15,334
Other pension costs	6,880	5,607
	<u>472,674</u>	<u>389,963</u>
Dalewood	451,659	370,955
Coliseum Café	21,015	19,008
	<u>472,674</u>	<u>389,963</u>

There are no employees who received total employee benefits of more than £60000.

7. Pension costs

The charity operates a defined contribution pension scheme in respect of certain employees. The scheme and its assets are held by independent managers. The pension charge for the year represents contributions due from the charity and amounted to £6,880 (2022 - £5,607).

Dalewood Trust – Trustees Annual Report and Accounts
NOTES TO THE FINANCIAL STATEMENTS - FOR THE YEAR ENDED 31st MARCH 2023

8. Tangible fixed assets

	Leasehold property improvements £	Fixtures, fittings & equipment £	Motor vehicles £	Total £
Cost				
At 1st April 2022	121,736	102,333	48,250	272,319
Additions	-	2,900	12,999	15,899
Disposals	-	-	-	-
At 31st March 2023	<u>121,736</u>	<u>105,233</u>	<u>61,249</u>	<u>288,218</u>
Depreciation and impairment				
At 1st April 2022	121,736	76,579	33,859	232,174
Disposals	-	-	-	-
Depreciation charged in the year	-	7,270	11,129	18,399
At 31st March 2023	<u>121,736</u>	<u>83,849</u>	<u>44,988</u>	<u>250,573</u>
Carrying amount				
At 31st March 2023	<u>-</u>	<u>21,384</u>	<u>16,261</u>	<u>37,645</u>
At 31st March 2022	<u>-</u>	<u>25,754</u>	<u>14,391</u>	<u>40,145</u>

9. Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	15,224	8,732
Other debtors	-	110,570
Prepayments and accrued income	15,220	13,042
	<u>30,444</u>	<u>132,344</u>

Other debtors comprised the amount due from the pending insurance claim made against the previous accountant relating to late VAT registration.

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NOTES TO THE FINANCIAL STATEMENTS - FOR THE YEAR ENDED 31st MARCH 2023

10. Creditors: amounts falling due within one year

	2023	2022
	£	£
Amounts falling due within one year:		
Trade creditors	5,329	6,090
Other creditors	6,507	6,061
Other taxes & social security	5,005	5,548
Accruals and deferred income	55,080	39,236
	<u>71,921</u>	<u>56,935</u>

11. Movement in funds

	Balance at 1.4.22	Incoming resources	Resources expended	Transfers	Balance at 31.3.23 Total
	£	£	£	£	£
Restricted funds					
Capital asset fund	7,558	-	(2,519)	-	5,039
	<u>7,558</u>	<u>-</u>	<u>(2,519)</u>	<u>-</u>	<u>5,039</u>
Unrestricted funds					
General funds	706,785	731,116	(633,017)	-	804,884
Designated funds	-	-	-	-	-
	<u>706,785</u>	<u>731,116</u>	<u>(633,017)</u>	<u>-</u>	<u>804,884</u>
Total funds	<u>714,343</u>	<u>731,116</u>	<u>(635,536)</u>	<u>-</u>	<u>809,923</u>

The restricted fund relates to minibus registration number NK67 CPZ.
The fund is reduced annually by the amount of depreciation relating to the vehicle.

The unrestricted funds represent the free reserves of the charity.

12. Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total	Total
	2023	2023	2023	2022
	£	£	£	£
Fund balances at 31st March 2023 are represented by:				
Tangible assets	32,606	5,039	37,645	40,145
Current assets/(liabilities)	772,278	-	772,278	674,198
	<u>804,884</u>	<u>5,039</u>	<u>809,923</u>	<u>714,343</u>

13. RELATED PARTY TRANSACTIONS

There were no disclosable related party transactions during the year (2022 - none)