

THE ESTUARY LEAGUE OF FRIENDS
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
Year Ended 31 March 2022

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**THE ESTUARY LEAGUE OF FRIENDS
(A company limited by guarantee)**

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

Year Ended 31 March 2022

**Company registration number: 04238939 (England and Wales)
Charity registration number: 1088242**

THE ESTUARY LEAGUE OF FRIENDS
ANNUAL REPORT AND FINANCIAL STATEMENTS
Year Ended 31 March 2022

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THE ESTUARY LEAGUE OF FRIENDS

TRUSTEES' ANNUAL REPORT

Year Ended 31 March 2022

The trustees, who are directors for Company Law purposes, have pleasure in presenting their report along with the financial statements for the year ended 31 March 2022. The financial statements have been prepared in accordance with current statutory requirements, the charity's governing documents, and the recommendations of the Statement of Recommended Practice "Accounting and Reporting by Charities" (FRS 102) and complies with applicable law.

Public Benefit

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Objects and Policies

The Objects of the Charity shall be as follows:

- The advancement of health by relieving sickness and preserving health amongst the people living permanently or temporarily in Exeter and East Devon;
- The advancement of education to residents of Exeter and East Devon by the provision of a library;
- To provide or assist in the provisions of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals living permanently or temporarily in Exeter and East Devon who have need of such facilities by reason of youth, age infirmity or disability, financial hardship or social circumstances with the object of improving their condition of life.

In furtherance of these objects but not otherwise the trustees shall have power to establish or secure the establishment of a Community HUB and Library at Topsham in Devon and to maintain and manage such a building for the activities promoted by the Charity in furtherance of the above objects.

Achievements and Performance

Chairman's Report

I was delighted to be elected to the Chair of The Estuary League of Friends in November 2021. I succeeded Acting Chair, Councillor John Birch, to whom we owe enormous thanks for his invaluable leadership and legal expertise during the building of our community HUB, Nancy Potter House, and his leadership during a period of growth and development for our charity.

2021/2022 was another challenging year for The Estuary League of Friends and one in which the staff and volunteers showed continuous flexibility, agility, and caring for people in need in our community in difficult circumstances. We were successful in adapting our services to respond to the changing needs of our community over a period in which government guidance, on COVID-19, ranged from further lockdowns to the end of all restrictions in February 2022. The lifting of restrictions came at a time when our community was coping with the most impactful wave of the virus so far, affecting the highest number of beneficiaries, staff, and volunteers at any one time and leaving many needing support and reassurance before returning to a pre-COVID lifestyle. During this year, we were successful in raising funds thanks to the generosity of local supporters, charitable trusts, and the National Lottery Community Fund, all of which allowed us to make up for the loss of trading income due to restrictions.

Highlights from 2021/2022 include:

- Managing a hybrid service of our core services with COVID safe adaptations and COVID-19 response services,
- Helping 307 local people in need thanks to a dedicated staff team of 31 (18 FTE) and the support of 68 local volunteers who together gave 3,536 hours of their time which equates to an in-kind contribution worth an estimated £30,572 (based on national minimum wage),

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Year Ended 31 March 2022

- Fundraising and beginning work to build a ramp from Nelson Close to the Bradbury Café to make it easier for people with limited mobility and for mothers with prams to access the café.

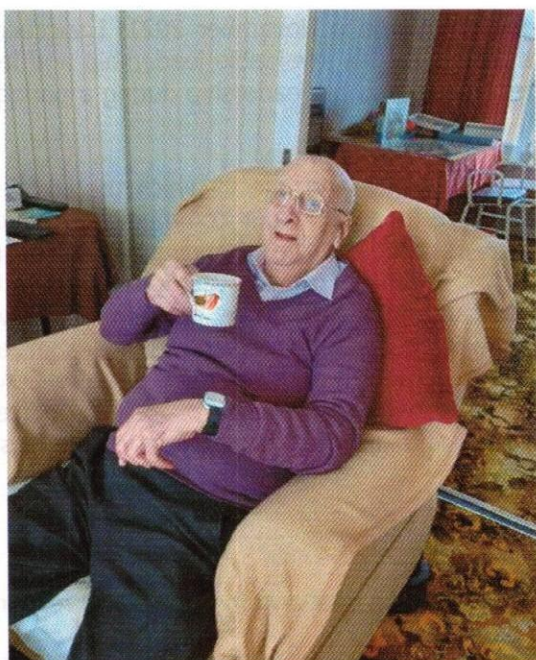
Income for the year to 31st March 2022 totalled £664,082 (compared to £709,563 in the previous year). This is a split between unrestricted £610,490 and restricted £53,592 (2020/2021 unrestricted £406,456 and restricted £303,107). Income from charitable activities other than grants represented 40% of total income compared with 36% in 2020/2021. Expenditure for the year totalled £559,852 (2020/2021 £563,391). The accounts continue to reflect a proportion for the Community HUB build funding which has been retained due to ongoing roof repairs. The amount currently held is £11,852.

Several unplanned gifts in wills were received during the year totalling £194,680, this enabled the Trustees to invest in core service delivery and to repay in full the loan used to help build the community HUB, Nancy Potter House, helping reduce indebtedness of the charity in an unpredictable economic climate.

Key achievements in the twelve months to 31st March 2022:

- 16,912 home care visits to vulnerable households,
- 4,615 befriending visits to vulnerable households where the residents were isolating,
- 433 grocery deliveries to the doorsteps of vulnerable households,
- 108 prescriptions collected and delivered,
- 7,768 assisted transports benefiting 4,034 local people with 87 people taken to access their COVID vaccinations and boosters,
- 109 transports for wheelchair users,
- Gift and activity bags delivered to 198 vulnerable people at Easter, 288 at Christmas and 145 for Mother's Day and Father's Day,
- 7,846 hot meals and 68 Christmas Lunches prepared and delivered to vulnerable households,
- 18 emergency food parcels and food vouchers delivered to local families living in food poverty,
- 3,490 service washes through our laundry,
- 19,702 transactions through our Post Office at Nancy Potter House.

"Estuary is very important to me. I get to speak to someone every day".



"I feel safer knowing that someone is there every morning. Knowing that I can stay in my own home".

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Year Ended 31 March 2022



It was especially heart-warming to re-open our community HUB, Nancy Potter House, to the public again and to hold our first events bringing together local people after such a long and difficult time since the pandemic.

Last year, we also worked hard, alongside others, to try to secure the former Topsham Fire Station as a lasting community asset from which future generations of local people could benefit. We applied to register the old Fire Station as an asset of community value and even put in a bid for the premises, with the backing of a local donor, when it eventually went to market. Our hope was to convert the site into an art studio space and gallery, as well as providing a new home to our local 'men in sheds' and establishing a much-needed swop

shop. We were also committed to re-opening and maintaining the public conveniences on-site which had been lost to the community. Whilst we were sadly out-bid, we continue to be committed to doing all that we can to respond to community need and help local people to preserve spaces and services that promote wellbeing for all.

It is worth reiterating that despite our important role in promoting the health and wellbeing of our community, particularly of the most vulnerable, The Estuary League of Friends receives no regular financial support from local authorities or the NHS. We generate all our income through trading activities and voluntary donations to meet running costs and, most importantly, subsidise the care we offer the community so that everyone can benefit.

"Estuary helps me to manage", "Thanks to Estuary, I feel less cut off".



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Year Ended 31 March 2022

I am proud of the work of our charity, and in particular, the practical, flexible and immediate way in which the team responds to calls for help from local people – as illustrated by the following case study:

The parent of a young family contacted the Estuary League of Friends in great distress. The parent had suffered an injury and been forced to leave employment. In the hiatus between losing a salary and receiving benefits the family had run out of money and had no food. The charity immediately delivered a week's worth of food and assisted the parent to obtain a family bus pass to take the children to school. Prior to this the children and parent had to cycle 4 miles, in all weathers, to attend a local school. The bus pass allowed the family to make this trip safely and with shelter.

The CEO of the charity then worked with the parent and Social Services to establish the benefits necessary to support the family.

There are so many instances of brave people who have tried to manage against the odds and eventually find the courage to come to the charity to ask for help and, in the next year, we expect many more will do the same. Rising inflation and job insecurity is already impacting families in our community. There will also be more elderly and vulnerable people needing care and support. At The Estuary League of Friends, we are conscious of these challenges and are already preparing to adapt again to offer the help that is needed.



Our logo shows one hand holding another, and we intend to continue extending a helping hand to everyone in need in the year to come.

Marilyn Ramsden
Chair, Estuary League of Friends

Financial Review

Total incoming resources for the year to 31 March 2022 amounted to £664,082 (year ended 31 March 2021 £709,563). Unrestricted funds incoming resources amounted to £610,490 (year ended 31 March 2021 £406,456). Restricted funds incoming resources amounted to £53,592 (year ended 31 March 2021 £303,107).

Total expenditure amounted to £559,852 (year ended 31 March 2021 £563,391). Of which, the charity invested resources of £67,022 (year ended 31 March 2021 £65,920), to support the running of the Estuary Community HUB.

The purposes of the different types of funds are explained in the accounting policies as shown in the financial statements.

Notes 18 and 19 to the financial statements provide further explanation.

Reserves Policies

Investment Policy

The Charity does not participate in high risk investments and invests its cash resources in liquid investments that cannot go up or down in value.

Reserves Policy

The total funds, detailed in note 18, held by Estuary League of Friends as at 31st March 2022, including a breakdown of unrestricted (including designated) and restricted funds are:

The unrestricted fund (including designated funds) shows an increase in the movement of funds amounting to £741 (2021: increase of £167,092). This has resulted in the total fund balance increasing from £591,014 in 2021 to £591,755 in 2022.

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Year Ended 31 March 2022

Included in the unrestricted fund, are designated funds which the charity holds for specific purposes. These funds are:

- The Critical Reserves, £316,805. This fund was established to maintain liquid reserves at a level which equates to approximately 6-9 months of unrestricted expenditure. This provides sufficient funds to cover management, administration, and support costs.
- The Strategic Reserves
 - o Property Asset Fund, £70,420. This is the value of funds represented by the charity shop, which is owned by the charity.
 - o Community HUB Development Fund, £11,852. This fund was established in 2015 in order to develop new premises, incorporating a community HUB and Topsham library. The remaining balance is for ongoing roof repairs.
 - o Property Maintenance Fund, £110,000. This fund has been established in order to cover expenditure on future maintenance or replacements of machinery within the HUB or charity shops.

The balance of the unrestricted fund, £82,678, the general reserves, covers the day to day operations of the organisation, which includes loss of income and unforeseen expenditure of the charity, and can be used at its own discretion.

The restricted fund shows an increase in the movement of funds amounting to £103,489 (2021: decrease of £20,920). This has resulted in the total fund balance increasing from £1,380,276 in 2021 to £1,483,765 in 2022. £31,810 of this £1.48m has been spent on fixtures and fittings for the Community HUB, and therefore this expenditure has been capitalised, as shown in note 19 under the Restricted Tangible Fixed Assets.

The charity's restricted funds are those for a pre-agreed purpose where the donor has imposed conditions on the use of the funds. The policy for such funds is to adhere to the relevant conditions.

Fundraising Statement

The Estuary League of Friends does conduct fundraising activities. Fundraising is primarily from grant makers including trusts and statutory funders. To a lesser extent, the charity delivers community fundraising (through annual sponsored events including the Classic Car Show) and delivers occasional direct marketing appeals restricted to door drops to local households. The charity takes its responsibilities under the Data Protection Act and GDPR very seriously and ensures all activities are conducted in line with best practice guidance issued by the Institute of Fundraising and the Fundraising Regulator.

Risk Management

The Directors have assessed the major risks to which the Charity is exposed, in particular those relating to the operations and finances of the Charity and are satisfied that systems are in place to mitigate their exposure to major risks.

Risks considered relate to the current economic climate, changing community needs and the safeguarding of its clients and staff.

The Trustees have identified that the current risks facing Estuary League of Friends are:

- Rising fuel and energy prices, inflationary pressures and economic recession and their impact on the needs of our beneficiaries and our community as well as rising costs incurred by the Charity.
- The challenge of adapting service delivery to meet changing need, e.g. increasing food poverty, whilst bringing back social activities that were previously on hold due to the pandemic.
- Continued efforts to rebuild unrestricted trading income to reduce reliance on fundraising and voluntary income.

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TRUSTEES' ANNUAL REPORT

Year Ended 31 March 2022

Plans for Future Periods

2022/2023 looks to be another challenging year with rising fuel costs and inflation impacting on our beneficiaries and on the costs of running the Charity and community HUB, Nancy Potter House.

The Estuary League of Friends will prioritise listening to and adapting services to meet changing needs of the community, reinstating face to face social activities and events including Live Music and the annual Classic Car Show. The Charity plans to invest in the staff team, bringing in new posts to ease the pressure on key staff. The Charity is also working to reduce its environmental impact through measures including electric vehicles, adding more solar panels and increasing energy efficiency measures throughout Nancy Potter House.

Structure, Governance and Management

The Company is limited by guarantee and has no share capital. The Charity's objects and regulations are set out in the company's Memorandum and Articles approved on 21 June 2001, the date of incorporation.

The maximum number of members with which the company proposes to be registered is the current number of trustees.

The trustees consist of at least 5 and not more than 11 individuals and have control of the charity and its property and funds. At the AGM the Members accept the retirement of those trustees who have given notice to retire and elect persons to be trustees to fill the vacancies of ratify the appointment of co-opted trustees.

The charity recruits any new trustees by advertising locally, interviewing potential candidates and then appointing. Successful candidates are welcomed formally at the next trustees meeting, following appointment.

When new trustees are elected to the board a formal induction process is followed, with each trustee knowing what is expected of them. During their time on the board all the trustees have the opportunity to attend training sessions on various subjects. These sessions vary in delivery but are all designed to gain a better understanding on subjects not previously known.

Strategic decisions are made by the Board, with all expenditure decisions over £10,000 needing at least 3 written quotes and a board decision. The day-to-day management of the charity is delegated to the Chief Executive, Rachel Gilpin.

Salaries for staff are set at recruitment by the Chief Executive, making sure that all National Minimum Wages are met. Once a year the salaries are reviewed by the board and an increase agreed, again making sure that the National Minimum Wage is adhered to.

Reference and Administration Details

Registered Charity Number: 1088242 (formerly charity number 800938)

Registered Company Number: 04238939

Registered Address Nancy Potter House, Nelson Close, Topsham, Exeter, EX3 0DX

Legal Status Estuary League of Friends was originally registered as a charity on 20 March 1987. It was incorporated under the Companies Act 1985 as a private Company limited by guarantee on 21 June 2001. As a result, the charity was re-registered from 29 August 2001 to reflect its new legal status.

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TRUSTEES' ANNUAL REPORT

Year Ended 31 March 2022

Trustees and Members

Marilyn Ramsden (Chair)
Mr J P Birch (Vice Chair) (to November 2021)
Wyn Davies (Treasurer)
Mr I Garcia
Rebecca Gliddon
Dr S Ewings (to November 2021)
Mr I Crombie
Mr M Kirkham (to November 2021)
Mr A G Williamson (to April 2021)
Philippa Warin

Bankers

Lloyds, Exeter

Solicitors

Ashfords LLP, Ashford House, Grenadier Road, Exeter, EX1 3LH

Accountants

Merlin Accountancy Services Ltd, 2nd Floor, 33 Longbrook Street, Exeter, EX4 6AW

THE ESTUARY LEAGUE OF FRIENDS

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Year Ended 31 March 2022

Statement of Trustees' Responsibilities

The trustees (who are also directors of The Estuary League of Friends for the purposes 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. 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 judgments 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 charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which 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, Charities Act 2011 and the applicable Charities (financial statements and reports) Regulations. They are also responsible for safeguarding the assets of the charity and hence for taking responsible steps for the prevention and detection of fraud and other irregularities.

Each trustee has taken steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information. The trustees confirm that there is no relevant information that they know of and of which they know the auditors are unaware.

Approved by the trustees of the charity on 15/7/2022 and signed on its behalf by:

Signed  Date 15/7/2022

Signed  Date 15/7/22

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF

THE ESTUARY LEAGUE OF FRIENDS

Year Ended 31 March 2022

I report on the accounts of the charity for the year ended 31 March 2022, which are set out on pages 10 to 25.

Respective Responsibilities of Trustees and Examiner

The charity's trustees (who are also the Directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's 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.

Having satisfied myself that the charity is not subject to audit under Part 16 of the Companies Act 2006 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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the 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 these matters set out in the statement below.

Independent Examiner's Statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept in accordance with section 386 of the Companies Act 2006; and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005) 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.

G M Corby BSc FCA
Merlin Accountancy Services Ltd
2nd Floor
33 Longbrook Street
Exeter
EX4 6AW

Signed: 

Date: 28/7/22

THE ESTUARY LEAGUE OF FRIENDS
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)

Year Ended 31 March 2022

	Notes	2022 Unrestricted Funds £	2022 Restricted Funds £	2022 Total Funds £	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total Funds £
Incoming Resources							
Donations and Legacies	3	206,594	1,392	207,986	83,073	-	83,073
Other Trading Activities	4	139,264	-	139,264	32,514	-	32,514
Income from Charitable Activities	5	264,632	52,200	316,832	290,869	303,107	593,976
Total Incoming Resources		610,490	53,592	664,082	406,456	303,107	709,563
Resources Expended							
Expenditure on Raising Funds		102,225	-	102,225	61,992	-	61,992
Expenditure on Charitable Activities		314,999	142,628	457,627	177,372	324,027	501,399
Total Resources Expended	6	417,224	142,628	559,852	239,364	324,027	563,391
Net Income/(Expenditure)		193,266	(89,036)	104,230	167,092	(20,920)	146,172
Transfers between funds		(192,525)	192,525	-	-	-	-
Net Income/(Expenditure) for the year		741	103,489	104,230	167,092	(20,920)	146,172
Balances Brought Forward at 1st April 2021	18	591,014	1,380,276	1,971,290	423,922	1,401,196	1,825,118
Balances Carried Forward at 31st March 2022	18	591,755	1,483,765	2,075,520	591,014	1,380,276	1,971,290

Full analysis of funds is shown on pages 13 to 25 of these Financial Statements.
The statement of financial activities includes all gains and losses recognised in the period.
All income resources and resources expended derive from continuing activities.

THE ESTUARY LEAGUE OF FRIENDS
BALANCE SHEET
(REGISTRATION NUMBER: 04238939)
As at 31 MARCH 2022

	Notes	2022 £	2021 £
Fixed Assets			
Tangible Fixed Assets	10	1,574,324	1,614,083
Investments	11	<u>1</u>	<u>1</u>
		1,574,325	1,614,084
Current Assets			
Debtors	13	83,194	137,215
Cash at bank and in hand	14	<u>428,308</u>	<u>344,530</u>
		511,502	481,745
Creditors			
Amounts falling due within one year	15	<u>(10,307)</u>	<u>(11,256)</u>
Net Current Assets		<u>501,195</u>	<u>470,489</u>
Creditors			
Amounts falling due after one year	16	<u>-</u>	<u>(113,283)</u>
Net Assets		<u>2,075,520</u>	<u>1,971,290</u>
Unrestricted Funds			
Designated Funds	18 & 19	509,077	477,664
General Funds	18 & 19	82,678	113,350
Restricted Funds	18 & 19	<u>1,483,765</u>	<u>1,380,276</u>
		<u>2,075,520</u>	<u>1,971,290</u>


The company is entitled to exemption from audit under Section 477(1) of the Companies Act 2006 for the year ended 31 March 2022. The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006 – however, in accordance with section 145 of the Charities Act 2011 the accounts have been examined by an independent examiner whose report appears in page 7.

The trustees acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Section 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its net income or expenditure for each financial year in accordance with the requirements of Section 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.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2007).

Approved by the Board of Trustees on 15/1/2022 and signed on its behalf by:





THE ESTUARY LEAGUE OF FRIENDS

CASHFLOW STATEMENT

As at 31 MARCH 2022

	Total Funds 2022 £	Total Funds 2021 £
Cashflows from Operating activities:		
Net cash provided by (used in) Operating activities	117,069	116,415
Cashflows from Investing activities:		
Dividends, Interest and Rents from Investments	0	0
Purchase of Property, Plant and Equipment	(33,291)	(10,212)
Net cash provided by (used in) Investing activities	(33,291)	(10,212)
Change in cash and cash equivalents in the reporting period	83,778	106,203
Cash and cash equivalents at the beginning of the reporting period	344,530	238,327
Cash and cash equivalents at the end of the reporting period	428,308	344,530
RECONCILIATION OF NET INCOME/ (EXPENDITURE) TO NET CASHFLOW FROM OPERATING ACTIVITIES		
Net Income/ (Expenditure) for the reporting period (as per the statement of financial activities)	104,230	146,172
Adjustments for:		
Depreciation charges	73,050	72,134
Interest from Investments	0	0
(Increase)/Decrease in Debtors	54,021	(41,779)
Increase/(Decrease) in Creditors	(114,232)	(60,112)
Net cash provided by (used in) Operating activities	117,069	116,415
ANALYSIS OF CASH AND CASH EQUIVALENTS		
Cash in hand	428,308	344,530
Total cash and cash equivalents	428,308	344,530

THE ESTUARY LEAGUE OF FRIENDS
NOTES TO THE FINANCIAL STATEMENTS
Year Ended 31 March 2022

1. COMPANY STATUS

The charity is a company limited by guarantee, has no share capital, and is registered in England and Wales. The company was incorporated on 21st June 2001 and the charities registered number and registered office address can be found within the Reference and Administration details on page 6 of the financial statements.

The members of the company are the current trustees as shown on page 1, who are also ordinary members. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. A list of these members can be found in the Reference and Administration details on page 6 of the financial statements.

2. ACCOUNTING POLICIES

a) Basis of Preparation of Financial Statements

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Estuary League of Friends meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The financial statements are presented in pound sterling (£) which is the charity's functional and presentation currency.

b) Preparation of the financial statements on a going concern basis

The Estuary League of Friends reported a net surplus in the reporting period of £104,230, with total funds held at the end of the period of £2,075,520. Of these total funds, £591,755 was held in either unrestricted or designated funds; a net increase of £741.

The trustees are of the view that, on the above basis, the charity is a going concern.

The Estuary League of Friends is reliant on the local community to continue purchasing its services. The economic outlook due to Covid-19, continued cuts in public spending, and reduced levels of available funding, are all potential areas of financial uncertainty for the charity.

c) Exemption from preparing group accounts

The Estuary League of Friends has taken advantage of the exemption in The Charities Act 2011 from the requirement to prepare consolidated financial statements, on the grounds that the inclusion of the subsidiary undertaking is not material for the purposes of giving a true and fair view.

d) Incoming Resources

Donations and Legacies

Voluntary Income consists of all incoming resources (whether cash or assets in hand) other than incoming resources received for investment income, gains, grants or payments for goods or services. This is recognised in the statement of financial activities as soon as it is received.

Voluntary income is recognised on receipts and includes associated tax claims on a receivable basis. Legacies are recognised by reference to the date probate is granted, or if later, as soon as they are capable of being measured in financial terms. Grants of a general nature are recognised as voluntary income.

THE ESTUARY LEAGUE OF FRIENDS

NOTES TO THE FINANCIAL STATEMENTS

Year Ended 31 March 2022

Other Trading Activities

Income from trading and fundraising activities is included in incoming resources in the period in which it relates. Rent received is treated similarly on an accruals basis.

Income from Investments

Investment income is accrued on a daily basis and is credited on this basis in the statement of financial activities.

Income from Charitable Activities

Incoming resources from charitable activities are included in incoming resources in the period in which the income relates. Grants received for the performance of a specific service are classified as incoming resources from charitable activities.

Grants

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

e) Donated Assets

Incoming resources in the form of donated assets are included in the statement of financial activities as soon as they are received. These assets are recognised as income with the corresponding entry dependent on the purposes of the donation. These can be analysed as follows:

- Donated for use within the charity – shown as a fixed asset on the balance sheet.
- Donated for sales of distribution – goods donated for resale are recognised as income when the gift is sold. The sale of donated goods is not regarded as a trading activity and as such all income in the respect is shown under voluntary contributions.

The value at which these amounts are recognised represents the market value to the charity when first provided or the amount realised on subsequent sale.

f) Resources Expended

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

- Costs of generating funds are those costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.
- Charitable activities include charitable distributions and the costs involved in the provision of services that the Estuary League of Friends provides.
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

Motor Expenses have been apportioned on the following basis:

- | | |
|---------------------------------------|------|
| - Management and Administration costs | 3.5% |
| - Home Help and Cleaning | 34% |
| - Meal Deliveries | 34% |
| - Shopping | 3.5% |
| - Charity Shop | 25% |

Resources expended include attributable VAT which cannot be recovered.

THE ESTUARY LEAGUE OF FRIENDS

NOTES TO THE FINANCIAL STATEMENTS

Year Ended 31 March 2022

g) Medical Equipment Used by Local Medical Practices

The ownership of medical equipment held at 1 April 1998 and purchased by the charity for use by local medical practices was transferred to those practices during the period, thus relieving the charity of responsibility for their maintenance, insurance etc. From 1 April 1998 any purchase of medical equipment by the charity for use by local medical practices are treated as grants to those practice in the financial statements. In the event that the practices no longer require the equipment they have agreed to return the equipment to the charity and the equipment donated by the charity is appropriately labelled to facilitate this.

h) Assets and Liabilities

These are included in the balance sheet at the following amounts:

- Fixed assets at cost less an appropriate provision for depreciation.
- Current assets at the lower of cost and net realisable value.
- Liabilities at their settlement value.

i) Tangible Fixed Assets

The costs of minor additions or those costing below £100 are not capitalised. Depreciation is provided at rates calculated to write off the cost less estimate residual value of each asset over its estimated useful life, as follows:

- Fixtures, Fittings and Equipment - 20% per annum on cost
- Freehold Property - 2% per annum on cost
- Motor Vehicle - 25% per annum on cost

j) Cash at Bank and in Hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

k) Creditors and Provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

l) Fund Accounting and Reserves Policies

Unrestricted Fund

Both income and the capital may be used for the general purposes of the charity. Funds contained within designated funds and general funds are classified in line with the Charity's reserve policy.

Designated funds are amounts of unrestricted funds, which have been put aside at the discretion of the Trustees for particular purposes or projects, these include:

- Community HUB Development Fund, which is for the continuing capital development.
- Property Asset Fund, which is the value of funds represented by the charity shop.
- Property Maintenance Fund, which is for future maintenance and replacement of machinery within the HUB and charity shops.
- Critical Reserve Fund comprising of accumulated surpluses and deficits after transfers to designated funds.

These funds pay for administration of the affairs of the charity and for the various activities with which the charity is involved.

THE ESTUARY LEAGUE OF FRIENDS

NOTES TO THE FINANCIAL STATEMENTS

Year Ended 31 March 2022

Restricted Fund

The charity's restricted funds are amounts received where the donor has imposed restrictions or where a fundraising appeal has taken place for particular purposes or projects.

The current restricted fund comprises of funds raised from grant makers and donors where the purpose is for use in the continuing recovery after Covid-19, carrying on the work of the Woman's Institute and establishing the Estuary Ladies group, and in furthering the work of the charity.

m) Financial instruments

Estuary League of Friends only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

- Financial assets, includes trade receivables, cash and bank balances and investments are recognised at transaction value.
- Financial liabilities, includes trade payables and recognised at transaction value. Trade payables are obligations to pay for goods and services acquired from suppliers in the course of business activities.

n) Taxation

The company is a registered charity and as such is not liable for corporation tax.

3. DONATIONS AND LEGACIES

	Unrestricted Fund £	Restricted Fund £	Year Ended 31 March 2022 £	Year Ended 31 March 2021 £
General Donations	39,194	1,392	40,586	75,043
Legacies	194,680	-	194,680	5,230
Tax Refunds	(27,280)	-	(27,280)	2,800
	<u>206,594</u>	<u>1,392</u>	<u>207,986</u>	<u>83,073</u>

4. OTHER TRADING ACTIVITIES

	Unrestricted Fund £	Restricted Fund £	Year Ended 31 March 2022 £	Year Ended 31 March 2021 £
Fundraising	446	-	446	3,549
Shop Income	91,643	-	91,643	28,965
Miscellaneous				
Income	23,350	-	23,350	-
Insurance Claim	23,825	-	23,825	-
	<u>139,264</u>	<u>-</u>	<u>139,264</u>	<u>32,514</u>

THE ESTUARY LEAGUE OF FRIENDS
NOTES TO THE FINANCIAL STATEMENTS

Year Ended 31 March 2022

5. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Fund £	Restricted Fund £	Year Ended 31 March 2022 £	Year Ended 31 March 2021 £
Grants	37,737	52,094	89,831	353,700
Other Grants – JRS	1,264	-	1,264	17,829
Nail Cutting	3,512	-	3,512	3,297
Meal Deliveries	56,586	-	56,586	-
Shopping	437	-	437	24
Home Help	132,745	-	132,745	219,126
Befriending	32,351	-	32,351	-
Topsham Ladies	-	106	106	-
	<u>264,632</u>	<u>52,200</u>	<u>316,832</u>	<u>593,976</u>

The following are some of the Grants received in the year:

Arnold Clark Community Fund	£1,000	McCarthy & Stone Foundation	£250
Edward Gostling Foundation	£2,500	Exeter Ward Grant	£500
Elmgrant Trust	£450	Princes Countryside Trust	£5,000
National Lottery Community Fund	£43,323	Exeter City Council	£23,334
Waitrose Community Matters	£333	Devon County Council – Covid Funds	£2,688

6. TOTAL RESOURCES EXPENDED – Restricted

	Year Ended 31 March 2022 £	Year Ended 31 March 2021 £
Charitable Expenditure		
Community HUB		
- Depreciation	67,022	65,920
Covid-19 Fund	52,688	238,965
Estuary Activities		
- Staff Costs	641	19,142
- HUB Expenditure	442	-
- Management & Admin	21,661	-
Estuary Ladies	174	-
	<u>142,628</u>	<u>324,027</u>

THE ESTUARY LEAGUE OF FRIENDS

NOTES TO THE FINANCIAL STATEMENTS

Year Ended 31 March 2022

TOTAL RESOURCES EXPENDED – Unrestricted

Management and Administration	£	Charity Shop Expenses – Other	£
Staff Costs	53,447	Electricity	2,345
Depreciation	2,617	Water	246
Printing, Postage and Stationery	4,051	Motor Expenses	4,936
Telephone	4,414	Miscellaneous	792
Sundry Expenses	16,177	Rent	9,561
Computer Expenses	2,060		
Repairs and Renewals	5,059		
Motor Expenses	691		
Professional Fees	2,733		
Volunteer Expenses	691		
Overheads paid by Restricted income	(21,661)		
	<u>70,279</u>		<u>17,880</u>
Fundraising Costs – Other			
Consultancy	14,645		
Miscellaneous	830		
	<u>15,475</u>	HUB Expenses	<u>26,253</u>

THE ESTUARY LEAGUE OF FRIENDS
NOTES TO THE FINANCIAL STATEMENTS

Year Ended 31 March 2022

6. TOTAL RESOURCES EXPENDED - Unrestricted (continued)

	Staff Costs	Depreciation	Other Expenses	Management and Administration	Year Ended 31 March 2022 Total £	Year Ended 31 March 2021 Total £
Expenditure on Raising Funds	£	£	£	£		
Charity Shop	45,502	2,285	17,880	14,056	79,723	50,906
Fundraising Costs	-	-	15,475	7,027	22,502	11,086
	<u>45,502</u>	<u>2,285</u>	<u>33,355</u>	<u>21,083</u>	<u>102,225</u>	<u>61,992</u>
Charitable Expenditure						
Befriending	-	-	-	14,056	14,056	-
Nail Cutting Service	3,442	-	252	-	3,694	24,281
Meal Deliveries	7,400	-	15,791	14,056	37,247	8,530
Shopping	-	-	691	-	691	3,635
Home Help	159,549	-	6,713	21,084	187,346	107,247
Community HUB	38,883	-	26,253	-	65,136	27,052
Accountancy	-	-	-	6,829	6,829	6,627
	<u>209,274</u>	<u>-</u>	<u>49,700</u>	<u>56,025</u>	<u>314,999</u>	<u>177,372</u>
	<u>254,776</u>	<u>2,285</u>	<u>83,055</u>	<u>77,108</u>	<u>417,224</u>	<u>239,364</u>

THE ESTUARY LEAGUE OF FRIENDS

NOTES TO THE FINANCIAL STATEMENTS

Year Ended 31 March 2022

7. STAFF COSTS

	Year Ended 31 March 2022	Year Ended 31 March 2021
	£	£
Wages and Salaries	298,008	288,239
Social Security Costs	7,495	8,343
Pension	3,364	4,620
	<u>308,864</u>	<u>301,202</u>
No employee earned more than £60,000 per annum in the year		
Average number of employees	<u>22.6</u>	<u>22</u>

Key Management Personnel

Our Key Management Personnel are the Chief Executive, Service Co-ordinator, and Activities & Events Co-ordinator.

The total employee benefits made to this group in the year were:

	Year Ended 31 March 2022	Year Ended 31 March 2021
	£	£
Wages and Salaries	82,337	100,133
Social Security Costs	5,154	6,798
Pension	194	591
	<u>87,685</u>	<u>107,522</u>

Voluntary Workers

In addition to employees, the charity has a number of unpaid voluntary workers.

8. TRUSTEES' EXPENSES

No trustees have received any reimbursed expenses from the charity during the year.

9. MOVEMENTS IN TOTAL FUNDS FOR THE YEAR

	Year Ended 31 March 2022	Year Ended 31 March 2021
	£	£
This is stated after charging:		
Depreciation	73,050	72,134
Independent Examiners Fee	1,991	1,896
Operating Lease Payments	10,200	10,200

THE ESTUARY LEAGUE OF FRIENDS
NOTES TO THE FINANCIAL STATEMENTS
Year Ended 31 March 2022

10. TANGIBLE FIXED ASSETS

	Freehold Property £	Fixtures, Fittings & Equipment £	Motor Vehicles £	Total £
COST				
At 1 April 2021	1,670,598	232,507	4,500	1,907,605
Additions *	<u>29,213</u>	<u>4,078</u>	<u>-</u>	<u>33,291</u>
At 31 March 2022	<u>1,699,811</u>	<u>236,585</u>	<u>4,500</u>	<u>1,940,896</u>
DEPRECIATION				
At 1 April 2021	134,616	156,656	2,250	293,522
Charge for year	<u>33,997</u>	<u>37,928</u>	<u>1,125</u>	<u>73,050</u>
At 31 March 2022	<u>168,613</u>	<u>194,584</u>	<u>3,375</u>	<u>366,572</u>
NET BOOK VALUE				
At 31 March 2022	<u>1,531,198</u>	<u>42,001</u>	<u>1,125</u>	<u>1,574,324</u>
At 31 March 2021	<u>1,535,982</u>	<u>75,851</u>	<u>2,250</u>	<u>1,614,083</u>

* Additions during the year include £31,810 for the work in connection with the Community HUB development.

11. FIXED ASSETS INVESTMENTS

	Total £
COST	
Additions	<u>1</u>
At 31 March 2022	<u>1</u>
NET BOOK VALUE	
At 31 March 2022	<u>1</u>
At 31 March 2021	<u>1</u>

In 2014 the charity established The Estuary Community HUB CIC, a private community interest company and owns the entire shareholding rights.

The trustees have not valued their investment in The Estuary Community HUB CIC but consider it to be in excess of £1.

THE ESTUARY LEAGUE OF FRIENDS

NOTES TO THE FINANCIAL STATEMENTS

Year Ended 31 March 2022

12. STOCK OF DONATED GOODS

At the end of March 2022, the charity had undistributed donated goods for resale in the charity shops of £16,000 (March 2021 £16,000). This is not recognised as an incoming resource in the statement of financial activities until such goods have been distributed.

13. DEBTORS

	Year Ended 31 March 2022	Year Ended 31 March 2021
	£	£
Due Within One Year		
Debtors	16,608	13,637
Other debtors	41,431	53,592
Prepayments and accrued income	2,405	5,135
Amount owed from The Estuary Community HUB	22,750	64,851
	<u>83,194</u>	<u>137,215</u>

14. CASH AT BANK AND IN HAND

	Year Ended 31 March 2022	Year Ended 31 March 2021
	£	£
Cash at Bank	427,913	344,135
Cash in Hand	395	395
	<u>428,308</u>	<u>344,530</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Year Ended 31 March 2022	Year Ended 31 March 2021
	£	£
Creditors	2,149	2,776
Accruals	4,853	2,000
Other Creditors	3,305	2,837
Loan	-	3,643
	<u>10,307</u>	<u>11,256</u>

16. CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR

	Year Ended 31 March 2022	Year Ended 31 March 2021
	£	£
Loan	<u>-</u>	<u>113,283</u>

The loan was paid off in full during the year.

THE ESTUARY LEAGUE OF FRIENDS
NOTES TO THE FINANCIAL STATEMENTS
Year Ended 31 March 2022

17. OPERATING LEASE COMMITMENTS

	Year Ended 31 March 2022 £	Year Ended 31 March 2021 £
84 Fore Street, Topsham		
1 Year	10,200	10,200
2 – 5 Years	28,050	38,250
	<u>38,250</u>	<u>48,450</u>

18. MOVEMENT IN FUNDS

	As at 1 April 2021 £	Income £	Expenditure £	Transfers £	As at 31 March 2022 £
Unrestricted Funds					
Designated Funds					
- Critical Reserve	281,695	-	-	35,110	316,805
- Property Asset	72,705	-	2,285	-	70,420
- Community HUB Development Fund	33,264	-	21,412	-	11,852
- Property Maintenance Fund	90,000	-	-	20,000	110,000
General Reserve	<u>113,350</u>	<u>610,490</u>	<u>393,527</u>	<u>(247,635)</u>	<u>82,678</u>
	<u>591,014</u>	<u>610,490</u>	<u>417,224</u>	<u>(192,525)</u>	<u>591,755</u>
Restricted Fund					
Community HUB	1,335,276	-	67,022	192,525	1,460,779
Estuary Activities	-	44,406	22,744	-	21,662
Covid-19 Fund	45,000	7,688	52,688	-	-
Estuary Ladies	-	1,498	174	-	1,324
	<u>1,380,276</u>	<u>53,592</u>	<u>142,628</u>	<u>192,525</u>	<u>1,483,765</u>
Total Funds	<u>1,971,290</u>	<u>664,082</u>	<u>559,852</u>	<u>-</u>	<u>2,075,520</u>

Unrestricted Funds

When considering our unrestricted reserves, we distinguish between General Reserves that cover the day to day operations of the organisation, which includes loss of income and unforeseen expenditure and the designated funds. These designated funds are:

- The Critical Reserves that cover 6-9 months of unrestricted expenditure. This proves sufficient funds to cover management and administration, and support costs, and
- The Strategic Reserves that are needed to invest in organisational developments, and comprise of:
 - The property asset fund is the value of funds represented by the charity shop owned by the charity.

THE ESTUARY LEAGUE OF FRIENDS

NOTES TO THE FINANCIAL STATEMENTS

Year Ended 31 March 2022

- The Community HUB Development Fund was established in 2015 in order to develop a new £2m building, incorporating a community HUB and Topsham library. This was completed in the Summer of 2018 and the remaining balance is for ongoing roofing work.
- Property Maintenance Fund, £110,000. This fund has been established in order to cover expenditure on future maintenance or replacements of machinery within the HUB or charity shops. This fund has been increased due to current rising costs and planned expenditure.

Restricted Funds

Are amounts received for a pre-agreed purpose where the donor has imposed conditions on the use of the funds. The restricted funds during the year were:

- The Community HUB Fund was established in 2015 in order to build a new multi-purpose HUB in Topsham. £67,022 has been spent during the year on this capital project.
- Estuary Activities. £44,406 was received and £22,744 spent during the year on staff salaries for the work towards co-ordinating the volunteers and the Well-Being connector.
- Covid-19 Fund was established in 2020 and £7,688 was received during the year, to be spent on expanding areas of current work where those shielding or more vulnerable needed extra help e.g. collecting shopping.
- Estuary Ladies. During the year the Topsham branch of the Women's Institute closed and the remaining money donated to the charity. This fund was established to start a new group called the Topsham Ladies, and will carry on with similar activities to that of the WI.

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General Funds £	Designated Funds £	Restricted Funds £	Total Funds As at 31 March 2022 £	Total Funds As at 31 March 2021 £
Tangible Fixed Assets	7,714	70,420	1,496,190	1,574,324	1,614,083
Investments	-	1	-	1	1
Current Assets	85,271	438,656	(12,425)	511,502	481,745
Current Liabilities	(10,307)	-	-	(10,307)	(124,539)
Net assets at 31 March 2022	<u>82,678</u>	<u>509,077</u>	<u>1,483,765</u>	<u>2,075,520</u>	<u>1,971,290</u>

20. DEFINED CONTRIBUTION PENSION SCHEME

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £3,364 (March 2021 £4,620). The amount outstanding at the year end was £nil (March 2021 £nil).

THE ESTUARY LEAGUE OF FRIENDS

NOTES TO THE FINANCIAL STATEMENTS

Year Ended 31 March 2022

21. RELATED PARTIES

No trustee or connected person has received fees or emoluments, or reimbursement of expenses incurred in the year.

The Estuary Community HUB C.I.C.

A Community Interest Company (CIC) wholly owned by The Estuary League of Friends through which the Library site and services will be managed and delivered. The CIC shares several Board members and the Chief Executive with The Estuary League of Friends. During the year there was an inter-company loan between the two entities. No interest is charged on this loan and there are no terms for repayment.

	2022	2021
	£	£
Amount due from related party at the balance sheet date	<u>22,750</u>	<u>64,851</u>