



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1.4.2020 Period start date To 31.3.2021 Period end date

Charity name: Realife Trust

Charity registration number: 1088751

Objectives and Activities

| | SORP reference | |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | To provide support to people with a learning difficulty and/or other personal impairment, in terms of advice, information, training, education, direct assistance, advocacy and any other intervention to enable them to live a full life in their chosen community. |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | Our main activities this year have been: 1. Funky Flamingo clubnights 2. Reception Direct office service 3. Greenstage arts and music 4. Care and Treatment reviews with Inclusion East and NHS England |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | The trustees receive emailed copies of Charity Commission guidance sent to our main email address. Any specific new guidance that has a bearing on the work of Realife Trust is discussed in committee meetings although there have been no specific briefings deemed to be necessary for this year |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|--|
| Policy on grant making | Para 1.38 | |
| Policy on social investment including program related investment | Para 1.38 | |

| | | |
|---------------------------------|-----------|--|
| Contribution made by volunteers | Para 1.38 | Realife Trust is run by and for the people who use our services and relies on unpaid volunteers for all core services. |
| Other | | |

Achievements and Performance

| | SORP reference | |
|---|----------------|--|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20 | <p>Our main development up to March 2021 has been the development of our proposed Wellbeing Centre at Orwell House</p> <p>Our Reception Direct project at Orwell House Enterprise Centre usually provides disabled people with work experience on reception and in the post room but Covid caused us to stop that part of our service, remaining open for covid safe activities by phone, Zoom and Teams.</p> <p>Our arts and music projects include the quarterly Funky Flamingo club for people with a learning disability; and Greenstage outside concerts and music events have all been on hold during the covid lockdown</p> |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|--|-----------|--|
| Achievements against objectives set | Para 1.41 | |
| Performance of fundraising activities against objectives set | Para 1.41 | |
| Investment performance against objectives | Para 1.41 | |
| Other | | |

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Financial Review

| | | |
|--|-----------|--|
| Review of the charity's financial position at the end of the period | Para 1.21 | Realife has benefited from expert leadership and guidance from our Finance and Office Manager, dealing with historical overspending and accruing a small operational surplus |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | <p>Following recommendations by the accountants in 2006, Realife adopted a maximum 50% of annual turnover reserves policy and is working on a fundraising plan to achieve that by 2020. This commitment is secondary to our primary purpose to ensure that people who use our services come first and we will seek to make up deficits by additional contracting, fundraising and grant applications to meet changing needs.</p> <p>At present Realife has no reserves with legal freelance notice periods set by each specific contract or grant. Any surplus in the annual accounts is made up of restricted funding received in advance of services to be provided.</p> |
| Amount of reserves held | Para 1.22 | Nil |
| Reasons for holding zero reserves | Para 1.22 | Realife remains committed to building a solid reserves figure but is also focused on running sustainable, volunteer led projects that work on a break even basis and does not prioritise fund raising for general purposes |
| Details of fund materially in deficit | Para 1.24 | No funds currently in deficit |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | Realife has gone over to a year on year contract with Cambridge City Council. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|---|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | Funding this year was split between grants and donations and a contract with Cambridge City Council to provide the Reception Direct service at Orwell House |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | Not applicable as we do not have surplus funds to invest |

| | | |
|---|-----------|---|
| A description of the principal risks facing the charity | Para 1.46 | The main risks currently facing Realife are to do with our new year on year contract with Cambridge City Council. |
| Other | | |

Structure, Governance and Management

| | | |
|---|-----------|--|
| Description of charity's trusts: | | |
| Type of governing document (trust deed , royal charter) | Para 1.25 | Registered Charity and Company limited by guarantee standard documentation |
| How is the charity constituted? (e.g unincorporated association , CIO) | Para 1.25 | Registered Charity and Company limited by guarantee |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Trustees are appointed largely from the volunteer group or from partner agencies involved in our work. Trustees can be recommended and proposed by any member of the Realife team and have to be approved at a Trustees meeting. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | |
| Relationship with any related parties | Para 1.51 | |
| Other | | |

Reference and Administrative details

| | |
|-----------------------------|---|
| Charity name | Realife Trust |
| Other name the charity uses | |
| Registered charity number | 1088751 |
| Charity's principal address | Orwell House Cowley Road Cambridge CB4 0PP |
| | |

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|---|---------------|-----------------|-----------------------------------|---|
| 1 | Tony Phillips | | | |
| 2 | Joanna Hough | | | |
| 3 | Mark Brookes | Chair | | |
| 4 | | | | |
| 5 | | | | |

Corporate trustees – names of the directors at the date the report was approved

| | | |
|---------------|--|--|
| Director name | | |
| | | |
| | | |
| | | |
| | | |
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| | | |

Name of trustees holding title to property belonging to the charity

| | | |
|--------------|-----------------------------------|--|
| Trustee name | Dates acted if not for whole year | |
| | | |
| | | |
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| | | |

Funds held as custodian trustees on behalf of others

| | |
|---|--|
| Description of the assets held in this capacity | |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | |

| | |
|---|--|
| | |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | |

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|------------------------|-------------|----------------|
| | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

| |
|---------------|
| Tony Phillips |
|---------------|

Exemptions from disclosure

Reason for non-disclosure of key personnel details

| |
|--|
| |
|--|

Other optional information

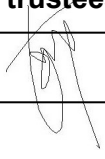
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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

| | |
|---|--|
|  | |
|---|--|

Full name(s)

Tony Phillips

| | |
|--|--|
| | |
|--|--|

Trustee

| | |
|--|--|
| | |
|--|--|

Date

30.6.2021

| |
|--|
| |
|--|

REGISTERED COMPANY NUMBER:04099012 (England and Wales)
REGISTERED CHARITY NUMBER: 1088751

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
FOR

REALIFE TRUST
(LIMITED BY GUARANTEE)

Realife Trust
Orwell House
Cowley Road
Cambridge
CB4 0PP

**REALIFE TRUST
(LIMITED BY
GUARANTEE)**

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FOR THE YEAR ENDED 31 MARCH 2021**

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**REALIFE TRUST
(LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

The trustees who are also the directors of the charity for the purposes of the Companies Act 2006, present their report within the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04099012 (England and Wales)

Registered Charity number

1088751

Registered Office

Orwell House
Cowley Road
Cambridge
Cambs
CB4 0PP

Trustees

J Hough
M Brookes

Company Secretary

T Phillips

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.

Risk Management

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.

Approved by order of the board of trustees on 30.06.2021 and signed on its behalf by:



.....
Tony Phillips
Trustee

**REALIFE TRUST
(LIMITED BY GUARANTEE)**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

| INCOMING RESOURCES | 2021 | 2020 |
|---|---------------|---------------|
| | £ | £ |
| Voluntary income | | |
| Donations and Grants | 2545 | 30 |
| Incoming Resources from charitable activities | 30880 | 32865 |
| Loans | | 4600 |
| Refund | | 739 |
| Total Incoming Resources | £33425 | £38234 |
| RESOURCES EXPENDED | | |
| Charitable activities | | |
| Wages | 0 | 0 |
| Rent, rates, and water | 4540 | 4199 |
| Insurance | 379 | 397 |
| Telephone | 0 | 0 |
| Postage and stationery | 1012 | 3556 |
| Sundries – repairs and maintenance | 221 | 167 |
| Motor, travel, and subsistence | 328 | 178 |
| Grants | 250 | 0 |
| Event Costs | 0 | 3900 |
| IT costs | 1056 | 1348 |
| Training and Staff Welfare | 0 | 0 |
| Subscriptions | 30 | 105 |
| Charitable activities support (Freelance) | 17970 | 16162 |
| Plant and machinery | 0 | 0 |
| Bank interest and charges | 0 | 51 |
| Loan repayments | 3100 | 1500 |
| HMRC VAT | 0 | 3853 |
| Governance costs | | |
| Accountancy | 0 | 0 |
| Legal and Professional | 0 | 13 |
| Total resources expended | £28886 | £35429 |
| Net Income | £4539 | £2805 |

**REALIFE TRUST
(LIMITED BY GUARANTEE)**

**BALANCE SHEET
AT 31 MARCH 2021**

| | Notes | 2021 £ | 2020 £ |
|-----------------------------|-------|--------------|--------------|
| FIXED ASSETS | | | |
| Tangible assets | 1 | 17850 | 17850 |
| CURRENT ASSETS | | | |
| Debtors | 2 | 467 | 1531 |
| Cash at bank | | 7994 | 3455 |
| | | 26311 | 22836 |
| CURRENT LIABILITIES | | | |
| Creditors | 3 | (1592) | (1626) |
| Liabilities – 6-month loan | 4 | | (1600) |
| Liabilities – 12-month loan | 5 | | (1500) |
| NET CURRENT ASSETS | | 24719 | 18110 |

Notes:

1. Represented by the donation of a freehold property in Spain valued at £17850 (29.1.2018). No opportunity to re value due to Covid-19 travel restriction.
2. Overdue PO Box invoices and franking services £467.49 (paid after 1st April 2021). Some of 2020 debtors were written off in the current year due to Covid-19 effect on our clients.
3. Outstanding Charitable activities support (Freelancers) March 2021 invoices totaling £1591.60 (paid 6th April 2021). Two 2019 invoices totaling £618.92 w/o in current year.
4. Outstanding 6-month loan repayment £1600 (repayment made 1st April 2020).
5. Outstanding 12-month loan £1500 for HMRC liabilities (repayment made 21st April 2020).

Exemption from Audit statement:

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (A) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

- (B) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each 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 charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on 30.06.2021 and were signed on its behalf by:



.....

Tony Phillips

Trustee

REALIFE TRUST (LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

ACCOUNTING POLICIES

Accounting Convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources and resources expended

All income and expenditure is accounted for on an income and expenditure basis. Expenditure and has been classified under the 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 the use of the resources.

Fixed Assets

There are no fixed assets to address.

Taxation

The charity is exempt from corporation tax on its charitable activities. Deregistered for VAT 2019.

Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2020 nor for the year ended 31 March 2021.

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.....

Tony Phillips
Trustee