

Registered number: 04592593

Charity number: 1096256

**HORIZONS (PLYMOUTH)**  
**(A COMPANY LIMITED BY GUARANTEE)**

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 JUNE 2020**

**HORIZONS (PLYMOUTH)**  
**(A COMPANY LIMITED BY GUARANTEE)**

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**HORIZONS (PLYMOUTH)**  
**(A COMPANY LIMITED BY GUARANTEE)**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS**  
**FOR THE YEAR ENDED 30 JUNE 2020**

<b>Trustees</b>	Mr A R D Anderson	Treasurer
	Dr A J Eccleston	Chair
	Mr P A Bone	
	Ms A J Raynsford	Resigned 13 March 2020
	Dr J D Hill	
	Mrs P Wheatley	Resigned 10 February 2020
	Mrs J Byrne	Appointed 12 July 2019
	Mr M R Malric-Smith	Appointed 13 March 2020
	Mr I D M Oag	Appointed 13 March 2020

**Company registered number** 04592593

**Charity registered number** 1096256

**Registered office** 5 Richmond Walk  
Devonport  
Plymouth  
Devon  
PL1 4LL

**Accountants** Northcott Trumfield  
Chartered Accountants  
Devonshire Villa  
52 Stuart Road  
Stoke  
Plymouth  
Devon  
PL3 4EE

# **HORIZONS (PLYMOUTH)** **(A COMPANY LIMITED BY GUARANTEE)**

## **TRUSTEES' REPORT** **FOR THE YEAR ENDED 30 JUNE 2020**

The Trustees present their annual report together with the financial statements of the Charity for the 1 July 2019 to 30 June 2020.

The Trustees confirm that the Annual Report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019.

Since the Charity qualifies as small under section 383, the strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

### **Objectives and Activities**

The Charity's Objects are to advance the education of children and young people in the Plymouth area and improve their quality of life by providing experience in sailing, motor boating and other related activities not ordinarily available to these persons.

The strategies employed to achieve the Charities aims and objectives are to:

- Provide educational boating excursions for school children
- Provide sailing experience and instruction for young people
- Collect, publish and distribute educational material
- Provide training for adult voluntary support workers
- Provide practical boat operating experience and instruction for young people
- Provide sailing and motor boating experiences for disabled persons
- Provide educational events
- Raise funds through grant applications, donations and other activities

The criteria the Charity uses to assess success in the reporting period were:

- The number of child sessions delivered
- Procuring and maintaining a suitable fleet of sailing vessels and powerboats
- Raising sufficient funds to cover the cost of operations
- Recruiting and retaining core staff with the required skills and experience
- Recruiting and training sufficient volunteers to work alongside the core staff
- Recruiting and retaining a Board of Trustees with the required skills and experience

The significant activities undertaken during the period were:

- Delivering the Schools Sailing Project
- Running a twice weekly Sailing Club
- Offering a Winter Youth Project
- Running a range of RYA training courses for both cadets and volunteers
- Participation in a variety of fund-raising events, including the Eddystone Charity Pursuit

### **Main Activities Undertaken to Further the Charity's Purposes for Public Benefit**

The Trustees have reviewed the activities of the Charity and in the light of the guidance published by the Charity Commission on public benefit. The Trustees are satisfied that the Trust's activities are for the public benefit by focusing on disadvantaged and disabled children in Plymouth.

# **HORIZONS (PLYMOUTH)**

## **(A COMPANY LIMITED BY GUARANTEE)**

### **TRUSTEES' REPORT (continued)**

#### **FOR THE YEAR ENDED 30 JUNE 2020**

#### **Volunteers**

The Charity is very involved in the community and relies on voluntary help, with over 80 volunteers assisting with sailing sessions and other activities. The Trustees take the opportunity of thanking all the Volunteers for the work they do throughout the year.

#### **Achievements and Performance**

##### **Review of Activities**

During the last full year of sailing operations (2019) the Charity's key achievements were:

- Maintaining the total number of child sessions delivered at around 3,000 per annum
- Achieving a surplus of income over expenditure from a diverse range of fund-raising activities
- Prudently taking some profit from equity-based investments to help fund core expenditure

Some facts and figures showing the scope of facilities:

- Seasons Totals
  - 1,264 children and vulnerable adults aged 8 to 25 attended Horizons activities
  - 244 of these had a registered disability
  - 2,386 child sessions provided
  - 224 sessions delivered
- After Schools Clubs: Subsidised recreational sailing using Picos, Hawk 20s and safety boats
  - 50 sessions delivered
  - 138 individual children registered, 30 cadets with a disability
  - 844 child sessions provided (total cadet attendance at all sessions)
- Schools Project: Educational activities in motor launch "Friendship of Plymouth" and Hawk 20s
  - 68 sessions delivered
  - 765 individual children from 10 state primary schools took part, 54 children with a disability
  - 771 child sessions provided (total child attendance at all sessions)
- Groups, Events and Training courses for young people
  - 90 sessions delivered including 5 days for children with ASD (Autism spectrum disorder)
  - 319 individual children took part, 149 children with a disability
  - 564 child sessions provided (total attendance at all sessions)
- Winter Youth Project: Sessions for children and vulnerable adults ages 8 to 25
  - 16 sessions delivered from November 2018 to March 2019
  - 42 individual children registered, 14 children with a disability
  - 207 child sessions provided
- Service Users: Disability groups
  - Dame Hannah Rogers Trust
  - Roborough House Care Home
  - Friends and Families of Special Children
  - Plymouth Short Breaks
  - Plymouth Area Disability Action Network (PADAN)
- Service Users: Other groups
  - Wolseley Trust
  - Breakwater Swim
  - Millfields Inspired Trust
  - Cubs
  - Collaboration with the Island Sailing Trust so our children could have a trip on "Pegasus"

# **HORIZONS (PLYMOUTH)** **(A COMPANY LIMITED BY GUARANTEE)**

## **TRUSTEES' REPORT (continued)** **FOR THE YEAR ENDED 30 JUNE 2020**

### **Grants and Donations**

The table below shows details of some of the grant and donations received during the year:

		£
Restricted		
Spinnaker International	Minibus	250
Virginia House Settlement	Volunteer Training Programme	1,500
The Schuh Trust	Minibus	5,000
Viscount Amory's Charitable Trust	Mooring	500
Charities Trust (Yorkshire Building Society)	Sails and Mast for Aero	1,700
Greenhall Foundation	Hut Replacement	1,000
Magic Little Grants	Buoyancy Aids	500
Three Monkeys Trust	Schools	3,500
Dixie Rose Findlay Charitable Trust	Mooring	3,000
		<hr/>
		16,950
Unrestricted		
The PA Nicholas Charitable Trust	General Running Costs	5,000
Pentland Stalls Charitable Trust	General Running Costs	1,000
Plymouth City Council Covid-19	General Running Costs	10,000
		<hr/>
		16,000
Restricted – Received and Deferred		
National Lottery – Awards for All	Hut Replacement	9,943
		<hr/>

### **Investment Policy and Performance**

The Charity has two principal investments:

- An equity-based portfolio managed by Charles Stanley with a medium/high risk profile.
- A deposit account with the COIF Charity Investment Fund.

### **Financial Review**

Income for the year was £124,259 and expenditure was £137,576 giving net expenditure of £13,317. Investments decreased in value by £7,274 on the prior year as a result of the global Covid-19 pandemic.

During the year the charity purchased a new minibus for £21,759. The total net assets of the charity were £214,977 and unrestricted free funds were £43,149 at the year end.

As a result of the Covid-19 pandemic and UK Government lockdown sailing activities ceased in March 2020 and our staff were furloughed. As a result, no staff redundancies were necessary during the year and we have been fortunate in being able to retain valuable skills and experience.

The directors have assessed the impact of Covid-19 on the charity and do not consider that assets have been significantly impaired other than equity investments.

The directors are aware that the future will be challenging for income generation. We are planning to continue operating sailing activities with safe protocols in place and have assessed forecasts over the next 12 months.

The healthy balance sheet at the end of 2019-20 is due to the value of the fleet of boats, cash reserves and the funds in hand. Although the Charity has firm control of core running costs, income fluctuates considerably due to a strong dependence on success in grant applications.

# **HORIZONS (PLYMOUTH)**

## **(A COMPANY LIMITED BY GUARANTEE)**

### **TRUSTEES' REPORT (continued)**

#### **FOR THE YEAR ENDED 30 JUNE 2020**

#### **Financial Review (continued)**

Horizons has benefited in the past from a substantial grant to be able to run the Horizons School Sailing Project, but the funding has run out. The partner schools are very keen to continue this activity so delivery on the same scale again has continued, but without fresh funding the cost has been met from core funds.

The Projected Expenditure for the current financial year is based on running the same level of activity as the previous year. The Projected Income is shown as the same figure because, in principle, the Charity would not budget to make a loss – but in reality, income depends heavily on being successful with funding bids.

#### **Going Concern**

After making appropriate enquiries, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

#### **Risk Management**

The principal risks faced by the Charity are:

- Managing the safety of cadets, volunteers and staff engaged in water-based activities
- Maintaining sufficient income from grants, donations etc. to cover operational costs

The trustees have a risk management strategy which comprises:

- A library of procedures and risk assessments to manage the water-based activities
- A regular review of income and expenditure by both the Management Team and Trustees

#### **Reserves Policy**

Horizons has a policy of maintaining sufficient reserves to operate for about a year if funding fails and to be able to comply with legislation relating to staff redundancies etc. should that become inevitable.

The Charity is also dependent on the support of Plymouth City Council who has made suitable workshop/office/classroom premises available at an affordable rent. The Charity is very vulnerable to a change of policy (which has already affected other local charities) and has therefore designated a substantial proportion of our reserves towards the long-term aim of acquiring a new building which will give Horizons more security. Hence about £160,000 of the Balance Sheet funds are designated for the Building Fund and a contingency reserve for winding up, if that ever became necessary.

The Trustees aim to have approximately 3-5 months of expenditure in free reserves to meet cash flow requirements. This would equate to approximately £35,000 to £58,000. At the year end the balance was £43,149.

#### **Structure, Governance and Management**

##### **Constitution**

The Charity is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 26 February 2015.

## **HORIZONS (PLYMOUTH)** **(A COMPANY LIMITED BY GUARANTEE)**

### **TRUSTEES' REPORT (continued)** **FOR THE YEAR ENDED 30 JUNE 2020**

#### **Method of Appointment or Election of Trustees**

As set out in the Articles of Association, the Chair of the Trustees is nominated by the Trustees. New Trustees are appointed by existing Trustees and the members of the charitable company. The Memorandum and Articles provides a minimum of 3 Trustees, to a maximum of 12 Trustees. At every annual general meeting one-third of the Trustees who are subject to retirement by rotation or, if their number is not three or a multiple of three, the number nearest to one third shall retire from office; but there is only one Trustee who is subject to retirement by rotation, he/she shall retire.

When appointing new Trustees, the Board will consider the skills and experience mix of existing Trustees in order to ensure that the Board has the necessary skills to contribute fully to the Charity's developments. New Trustees may be sought by open advertisement or through existing members. When considering co-opting Trustees, the Board has regard to the requirement for any specialist skills needed, for example legal or accounting skills.

The training and induction provided for new Trustees will depend upon their existing experience but would always include a tour of the Charity and a chance to meet other staff. All Trustees are provided with copies of policies, procedures, minutes, accounts, budgets, plans and other documents that they will need to undertake their role as Trustees. As there are normally only two or three new Trustees a year, induction tends to be done informally and is tailored specifically to the individual. Advantage is taken of specific courses offered by the Local Authority and other bodies.

#### **Key Management Personnel**

The Trustees and Board of Trustees have devolved responsibility for day to day management of the Charity to the 'Horizons Management Team'. This consists of all members of Staff and two Trustees, including the Treasurer. This group is responsible for managing operations and reports to the Trustees.

#### **Organisational Structure and Decision Making**

The Board of Trustees usually meet monthly. The Board establishes an overall framework for the governance of the Charity and determines membership, terms of reference and procedures of Committees and other groups. It receives reports including policies from its Committees for ratification. It monitors the activities of the Committees through the minutes of their meetings. The Board may from time to time establish Working Groups to perform specific tasks over a limited timescale.

The Trustees are responsible for settling general policy, adopting an annual plan and budget, approving the statutory accounts, monitoring Charity by the use of budgets and other data, and making major decisions about the direction of the Charity, capital expenditure and staff appointments.

#### **Related Party Relationships**

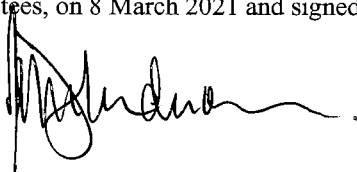
None of our Trustees receive remuneration or other benefit from their work with the Charity.

#### **Members' Liability**

Each member of the Charitable Company undertakes to contribute to the assets of the Company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £10, for the debts and liabilities contracted before they cease to be a member.

This report was approved by the Trustees, on 8 March 2021 and signed on their behalf by:

**Mr A R D Anderson, Treasurer**





**HORIZONS (PLYMOUTH)**  
**(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT EXAMINER'S REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HORIZONS (PLYMOUTH) (the 'Charity')**

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 30 June 2020.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

**Responsibilities and Basis of Report**

As the Trustees of the Charity (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.


**Independent Examiner's Statement**

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

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Signed:

  
**Guy Ian Northcott**  
**FCA, Bsc(Econ) Hons, DChA**  
**For and on behalf of:**  
**Northcott Trumfield**  
**Chartered Accountants**  
**Devonshire Villa**  
**52 Stuart Road**  
**Stoke**  
**Plymouth**  
**PL3 4EE**

**Date: 8 March 2021**

**HORIZONS (PLYMOUTH)**  
**(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES (Incorporating Income and Expenditure Account)**  
**FOR THE YEAR ENDED 30 JUNE 2020**

	Note	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
<b>Income and endowments from:</b>					
Donations and legacies	2	59,754	16,950	76,704	102,435
Charitable activities	3	10,339	-	10,339	40,069
Other trading activities	4	19,133	-	19,133	9,491
Investments	5	2,779	-	2,779	447
Other income	6	15,304	-	15,304	2,550
<b>Total income</b>		<b>107,309</b>	<b>16,950</b>	<b>124,259</b>	<b>154,992</b>
<b>Expenditure on:</b>					
Raising funds	4,7	8,766	-	8,766	10,942
Charitable activities		117,790	11,020	128,810	126,253
<b>Total expenditure</b>	10	<b>126,556</b>	<b>11,020</b>	<b>137,576</b>	<b>137,195</b>
<b>Net income/(expenditure) before investment revaluation</b>		<b>(19,247)</b>	<b>5,930</b>	<b>(13,317)</b>	<b>17,797</b>
Net loss on investments	15	(7,274)	-	(7,274)	(5,224)
<b>Net income/(expenditure)</b>		<b>(26,521)</b>	<b>5,930</b>	<b>(20,591)</b>	<b>12,573</b>
Transfer between funds		34,703	(34,703)	-	-
<b>Net movement in funds</b>	18	<b>8,182</b>	<b>(28,773)</b>	<b>(20,591)</b>	<b>12,573</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward	18	196,700	38,868	235,568	222,995
Total funds carried forward	18	<u>204,882</u>	<u>10,095</u>	<u>214,977</u>	<u>235,568</u>

The notes on pages 10 to 21 form part of these financial statements.

**HORIZONS (PLYMOUTH)**  
**(A COMPANY LIMITED BY GUARANTEE)**

**BALANCE SHEET**  
**AS AT 30 JUNE 2020**

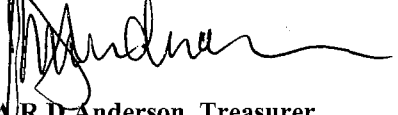
		2020		2019	
	Note	£	£	£	£
<b>Fixed Assets</b>					
Tangible assets	14		49,803		41,784
Investments	15		75,166		80,906
			<u>124,969</u>		<u>122,690</u>
<b>Current Assets</b>					
Debtors	16	14,905		7,536	
Cash at bank and in hand		<u>88,072</u>		<u>108,275</u>	
		102,977		115,811	
<b>Creditors:</b>					
Amounts falling due within one year	17	<u>(12,969)</u>		<u>(2,933)</u>	
<b>Net Current Assets</b>			90,008		112,878
<b>Net Assets</b>			<u>214,977</u>		<u>235,568</u>
<b>Charity Funds:</b>					
Unrestricted funds	18		204,882		196,700
Restricted funds	18		10,095		38,868
<b>Total Charity Funds</b>			<u>214,977</u>		<u>235,568</u>

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

The Trustees consider that the Charity is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ('the act') and members have not required the Charity to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The Financial Statements were approved and authorised for issue by the Trustees on 8 March 2021 and signed on their behalf by:

  
**Mr A R D Anderson, Treasurer**

The notes on pages 10 to 21 form part of these accounts.

# **HORIZONS (PLYMOUTH)**

## **(A COMPANY LIMITED BY GUARANTEE)**

### **NOTES TO THE FINANCIAL STATEMENTS**

#### **FOR THE YEAR ENDED 30 JUNE 2020**

## **1. Accounting Policies**

### **1.1 General Information and Basis of Preparation**

Horizons (Plymouth) is a company limited by guarantee in England. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are detailed on page 2.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £1.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

### **1.2 Income**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the Charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the Charity, or the Charity is aware of the granting of probate, and the criteria for the income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the Charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the Charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of those not employed by the charity is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the Charity which is the amount the Charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

# **HORIZONS (PLYMOUTH)**

## **(A COMPANY LIMITED BY GUARANTEE)**

### **NOTES TO THE FINANCIAL STATEMENTS**

#### **FOR THE YEAR ENDED 30 JUNE 2020**

#### **1. Accounting Policies (continued)**

##### **1.3 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Support costs are those costs incurred directly in support of expenditure on the objects of the Charity and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the Charity and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities are Governance costs are costs incurred on the Charity's educational operations, including support costs and costs relating to the governance of the Charity apportioned to charitable activities.

##### **1.4 Tangible Fixed Assets and Depreciation**

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities incorporating Income and Expenditure Account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Short-term leasehold property	-	5-10%	straight line
Boats	-	25%	straight line
Motor vehicles	-	25%	straight line
Equipment	-	25%	straight line

##### **1.5 Investments**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of Financial Activities incorporating Income and Expenditure Account.

##### **1.6 Interest Receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the Bank.

# **HORIZONS (PLYMOUTH)**

## **(A COMPANY LIMITED BY GUARANTEE)**

### **NOTES TO THE FINANCIAL STATEMENTS**

#### **FOR THE YEAR ENDED 30 JUNE 2020**

#### **1. Accounting Policies (continued)**

##### **1.7 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

##### **1.8 Cash at Bank and in Hand**

Cash at bank and 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.

##### **1.9 Liabilities and Provisions**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

##### **1.10 Financial Instruments**

The Charity 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.

##### **1.11 Pensions**

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

##### **1.12 Fund Accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

**HORIZONS (PLYMOUTH)**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**1. Accounting Policies (continued)**

**1.13 Critical Accounting Estimates and Areas of Judgement**

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates. Whilst there is a level of assumption in these judgements, the Directors feel these are unlikely to have a significant effect on, or cause material error to the amounts recognised in the financial statements.

**2. Income from Donations and Legacies**

	<b>Unrestricted Funds 2020 £</b>	<b>Restricted Funds 2020 £</b>	<b>Total Funds 2020 £</b>	<b>Total Funds 2019 £</b>
Donations	42,754	-	42,754	50,933
Grants	17,000	16,950	33,950	51,502
<b>Total donations and legacies</b>	<b>59,754</b>	<b>16,950</b>	<b>76,704</b>	<b>102,435</b>
 Total 2019	 <b>75,323</b>	 <b>27,112</b>	 <b>102,435</b>	

**3. Income from Charitable Activities**

	<b>Unrestricted Funds 2020 £</b>	<b>Restricted Funds 2020 £</b>	<b>Total Funds 2020 £</b>	<b>Total Funds 2019 £</b>
Sailing activities	10,339	-	10,339	21,787
Minibus Project	-	-	-	18,282
	<b>10,339</b>	<b>-</b>	<b>10,339</b>	<b>40,069</b>
 Total 2019	 <b>11,842</b>	 <b>28,227</b>	 <b>40,069</b>	

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**4. Trading Activities**

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
<b>Charity trading income</b>				
Fundraising events	19,133	-	19,133	9,464
Other income	-	-	-	27
	<u>19,133</u>	<u>-</u>	<u>19,133</u>	<u>9,491</u>
Total 2019	<u>9,491</u>	<u>-</u>	<u>9,491</u>	<u>9,491</u>

**5. Investment Income**

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
Investments	<u>2,779</u>	<u>-</u>	<u>2,779</u>	<u>447</u>
Total 2019	<u>447</u>	<u>-</u>	<u>447</u>	

**6. Other Incoming Resources**

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
HMRC Furlough Covid-19	15,304	-	15,304	-
Sale of assets	-	-	-	2,550
	<u>15,304</u>	<u>-</u>	<u>15,304</u>	<u>2,550</u>
Total 2019	<u>2,550</u>	<u>-</u>	<u>2,550</u>	

**7. Costs of Raising Funds**

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
Fundraising expenses	551	-	551	3,412
Salaries	7,190	-	7,190	7,530
Investment portfolio	1,025	-	1,025	-
	<u>8,766</u>	<u>-</u>	<u>8,766</u>	<u>10,942</u>
Total 2019	<u>10,942</u>	<u>-</u>	<u>10,942</u>	



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**8. Analysis of Expenditure on Charitable Activities**

	Unrestricted	Restricted	Total 2020	Total 2019
	£	£	£	£
<b>Charitable activities</b>				
Boat operations and maintenance	11,563	74	11,637	4,876
Moorings fees	3,259	3,500	6,759	6,158
Boat storage	3,270	-	3,270	4,313
Volunteer expenses	1,654	200	1,854	4,884
Subscriptions and publications	1,550	-	1,550	1,593
Licences and permits	-	-	-	75
Rent, rates and utilities	53	-	53	6,599
Safety equipment and clothing	2,810	1,798	4,608	1,920
Salaries	59,724	4,800	64,524	58,371
Minibus running costs	1,657	648	2,305	1,060
Depreciation	13,147	-	13,147	14,233
Support costs	11,585	-	11,585	9,398
Administration	4,857	-	4,857	7,263
Governance	2,661	-	2,661	3,382
	<u>117,790</u>	<u>11,020</u>	<u>128,810</u>	<u>124,125</u>

**9. Support Costs**

2020	Sailing Activities £	Administration £	Governance £	Total £
Insurance	3,999	-	-	3,999
Travel	179	-	-	179
Rent, rates and utilities	7,108	1,254	-	8,362
Bank charges	299	-	-	299
Administration	-	2,238	-	2,238
Independent examiner's fees	-	-	1,800	1,800
Professional fees	-	-	861	861
Salaries	-	1,365	-	1,365
	<u>11,585</u>	<u>4,857</u>	<u>2,661</u>	<u>19,103</u>

2019	Sailing Activities £	Administration £	Governance £	Total £
Insurance	3,891	-	-	3,891
Travel	89	-	-	89
Rent, rates and utilities	5,055	892	-	5,947
Bank charges	363	-	-	363
Administration	-	723	-	723
Independent examiner's fees	-	-	2,000	2,000
Professional fees	-	-	1,382	1,382
Salaries	-	5,648	-	5,648
	<u>9,398</u>	<u>7,263</u>	<u>3,382</u>	<u>20,043</u>

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**10. Analysis of Expenditure by Expenditure Type**

	Staff Costs 2020 £	Depreciation 2020 £	Other costs 2020 £	Total 2020 £	Total 2019 £
<b>Costs of raising funds</b>					
Expenditure on raising voluntary income	7,190	-	1,576	8,766	10,942
Sailing activities	64,524	13,147	43,621	121,292	105,513
Management	1,365	-	3,492	4,857	10,987
<b>Charitable activities</b>	65,889	13,147	47,113	126,149	116,500
<b>Expenditure on governance</b>	-	-	2,661	2,661	9,753
	73,079	13,147	51,350	137,576	137,195
Total 2019	64,019	14,233	58,943	137,195	

**11. Net Income/(Expenditure)**

	2020 £	2019 £
This is stated after charging:		
Depreciation of tangible fixed assets:		
- owned by the charity	18,502	14,233
Profit on disposal	2,119	-
	16,383	14,233

During the year, no Trustees received any remuneration (2019: £NIL).  
During the year, no Trustees received any benefits in kind (2019: £NIL).  
During the year, no Trustees received any reimbursement of expenses (2019: £NIL).

**12. Independent Examiner's Remuneration**

The Independent Examiner's remuneration amounts to an Independent Examination fee of £1,800 (2019: £2,000).

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**13. Staff Costs**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Key management personnel staff costs were as follows:		
Wages and salaries	67,615	59,247
Social security costs	2,700	2,080
Other pension costs	2,764	2,692
	<u>73,079</u>	<u>64,019</u>

The average number of persons employed by the Charity during the year was as follows:

	<b>2020</b>	<b>2019</b>
	<b>No.</b>	<b>No.</b>
Sailing Activities	<u>3</u>	<u>3</u>

No employee received remuneration amounting to more than £60,000 in either year.

**14. Tangible Fixed Assets**

	<b>Short-term Leasehold Property £</b>	<b>Boats £</b>	<b>Motor Vehicles £</b>	<b>Equipment £</b>	<b>Total £</b>
<b>Cost</b>					
At 1 July 2019	30,828	291,944	6,498	31,518	360,788
Additions	-	1,526	21,759	-	23,285
Disposals	-	-	6,498	-	6,498
At 30 June 2020	<u>30,828</u>	<u>293,470</u>	<u>21,759</u>	<u>31,518</u>	<u>377,575</u>
<b>Depreciation</b>					
At 1 July 2019	12,419	269,496	6,498	30,591	319,004
Charge for the year	969	9,323	4,440	534	15,266
On disposals	-	-	6,498	-	6,498
At 30 June 2020	<u>13,388</u>	<u>278,819</u>	<u>4,440</u>	<u>31,125</u>	<u>327,772</u>
<b>Net Book Value</b>					
At 30 June 2020	<u>17,440</u>	<u>14,651</u>	<u>17,319</u>	<u>393</u>	<u>49,803</u>
At 30 June 2019	<u>18,409</u>	<u>22,448</u>	<u>-</u>	<u>927</u>	<u>41,784</u>

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**15. Fixed Asset Investments**

	<b>Listed Securities £</b>
<b>Market Value</b>	
At 1 July 2019	80,906
Additions	7,140
Disposals	(3,716)
Decrease in cash held	(1,890)
Revaluations	(7,274)
At 30 June 2020	<u>75,166</u>

**Investments at Market Value comprise:**

	<b>2020 £</b>	<b>2019 £</b>
Cash	6,542	8,432
Listed investments	68,624	72,474
	<u>75,166</u>	<u>80,906</u>

All the fixed asset investments are held in the UK.

**16. Debtors**

	<b>2020 £</b>	<b>2019 £</b>
Trade debtors	-	2,142
Prepayments and accrued income	14,905	5,394
	<u>14,905</u>	<u>7,536</u>

**17. Creditors: Amounts Falling Due Within One year**

	<b>2020 £</b>	<b>2019 £</b>
Other taxation and social security	915	889
Other creditors	55	44
Accruals	2,056	2,000
Deferred income	9,943	-
	<u>12,969</u>	<u>2,933</u>

**Deferred Income**

At 1 July 2019	-
Additions	9,943
Amounts related to income	-
At 30 June 2020	<u>9,943</u>

Income has been deferred because the hut replacement project has been delayed.

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**18. Statement of Funds**

**Statement of Funds - Current Year**

	Balance at 1 July 2019 £	Income £	Expenditure £	Transfers In	Transfers Out £	Losses	Balance at 30 June 2020 £
<b>Unrestricted Funds</b>							
<b>Designated Funds</b>							
Designated long term contingency fund	40,000	-	-	-	-	-	40,000
Designated fixed asset reserve	41,785	-	-	4,782	-	-	46,567
Designated building purchase reserve	80,906	-	-	-	5,740	-	75,166
Total Designated Funds	162,691	-	-	4,782	5,740	-	161,733
<b>General Funds</b>							
General funds	34,009	107,309	126,556	35,661	-	7,274	43,149
Total Unrestricted Funds	196,700	107,309	126,556	40,443	5,740	7,274	204,882
<b>Restricted Funds</b>							
Boat purchase and maintenance fund	410	-	-	-	310	-	100
Hut purchase	-	1,000	-	-	-	-	1,000
Winter Project	-	-	-	3,000	-	-	3,000
Boat Project	3,379	1,700	74	592	-	-	5,597
Courses (Grants)	6,532	1,500	1,500	-	6,532	-	-
Staff Training (Grant)	2,590	-	-	-	2,590	-	-
Education Project	10,000	3,500	3,500	-	10,000	-	-
Minibus Project	5,134	5,250	1,873	-	8,511	-	-
Mooring	-	3,500	3,500	-	-	-	-
Clothing	10,823	500	573	-	10,352	-	398
Total Restricted	38,868	16,950	11,020	3,592	38,295	-	10,095
Total of Funds	235,568	124,259	137,576	44,035	44,035	7,274	214,977

Fund transfers include £23,285 for assets purchased and the conditions have been fulfilled together with the alignment of restricted funds brought forward.

**Free Reserves:**

The general fund – Represents the free funds of the charity, which are not designated for a particular purpose.

**Designated Reserves:**

The designated long term contingency fund has remained the same. The fund is an amount set aside to meet ongoing costs occurring after the year end in respect of insurance, mooring, boat storage, etc.

The designated fixed asset reserve is to assist in identifying funds, which are not free funds. It represents the net book value of tangible fixed assets, which do not form part of the capital restricted funds or a separate designated fund.

The designated building purchase reserve has been set aside to purchase suitable premises in the future, if they become available. The reserve is represented by the Trust investments and the growth thereof which are being managed by Charles Stanley & Co Ltd.

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**18. Statement of Funds (continued)**

Restricted Reserves:

Boat Purchase and Maintenance Fund is for the ongoing support and running of boats.

Hut Purchase fund is for the replacement of the storage hut.

Winter Project funds was for specific sailing projects in winter.

Boat Project funds towards specific boat works.

Courses, education project and training funds relate to receipts for specifically providing sessions.

Vehicles, clothing and volunteer training all relate to specific one off donations.

**Statement of Funds - Prior Year**

	Balance at 1 July 2018 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 30 June 2019 £
<b>Designated Funds</b>					
Designated long term contingency fund	40,000	-	-	-	40,000
Designated fixed asset reserve	7,096	62,460	(27,771)	-	41,785
Designated building purchase reserve	111,130	8,278	(35,502)	(3,000)	80,906
	<u>158,226</u>	<u>70,738</u>	<u>(63,273)</u>	<u>(3,000)</u>	<u>162,691</u>
<b>General Funds</b>					
General fund	47,399	28,915	(40,081)	(2,224)	34,009
Total unrestricted funds	<u>205,625</u>	<u>99,653</u>	<u>(103,354)</u>	<u>(5,224)</u>	<u>196,700</u>
<b>Restricted Funds</b>					
Boat Purchase and Maintenance Fund	-	20,682	(20,682)	-	-
Winter Project	11	-	(11)	-	-
Boat Project	3,379	-	-	-	3,379
Courses	1,980	4,552	-	-	6,532
Training	2,000	590	-	-	2,590
Education and Other Projects	10,000	29,515	(13,148)	-	26,367
	<u>17,370</u>	<u>55,339</u>	<u>(33,841)</u>	<u>-</u>	<u>38,868</u>
Total of funds	<u>222,995</u>	<u>154,992</u>	<u>(137,195)</u>	<u>(5,224)</u>	<u>235,568</u>

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**19. Analysis of Net Assets Between Funds**

	<b>Unrestricted Funds 2020</b>	<b>Restricted Funds 2020 £</b>	<b>Total Funds 2020 £</b>
Tangible fixed assets	49,803	-	49,803
Fixed asset investments	75,166	-	75,166
Current assets	82,939	20,038	102,977
Creditors due within one year	(3,026)	(9,943)	(12,969)
	<u>204,882</u>	<u>10,095</u>	<u>214,977</u>

**Analysis of Net Assets Between Funds - Prior Year**

	<b>Unrestricted Funds 2019</b>	<b>Restricted Funds 2019 £</b>	<b>Total Funds 2019 £</b>
Taxable fixed assets	41,784	-	41,784
Fixed asset investments	80,906	-	80,906
Current assets	76,943	38,868	115,811
Creditors due within one year	(2,933)	-	(2,933)
	<u>196,700</u>	<u>38,868</u>	<u>235,568</u>

**20 Pension Commitments**

The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable to the charity to the fund and amounted to £2,764 (2019: £2,692).

**21. Related Party Transactions**

There were no related party transactions for the year ended 30 June 2020.