

ECHO for Extra Choices in Herefordshire Limited

England & Wales · Charity number 1096449

Details

Other names	ECHO FOR EXTRA CHOICES IN HEREFORDSHIRE, ECHO
Status	Registered
Legal form	Charitable company
Company number	04475254
Registered	2003-03-11
Register	View on the Charity Commission register

Contact

Address	19 West Street Leominster Herefordshire HR6 8EP
Phone	01568620307
Email	echo.info@echoherefordshire.co.uk
Website	www.echoherefordshire.org.uk

Activities

Objects: A) TO ADVANCE EDUCATION OF PERSONS RESIDENT IN THE COUNTY OF HEREFORDSHIRE AND THE IMMEDIATE NEIGHBOURHOOD THEREOF, IN PARTICULAR (BUT WITHOUT PREJUDICE TO THE GENERALITY OF THE FOREGOING) BY:I) ENABLING ADULTS WITH LEARNING OR PHYSICAL DISABILITIES OR MENTAL HEALTH DIFFICULTIES TO ATTEND ORDINARY EDUCATIONAL ACTIVITIES.II) ORGANISING SPECIAL MIXED ABILITY COURSES FOR THE BENEFIT OF ADULTS WITH LEARNING OR PHYSICAL DISABILITIES OR MENTAL HEALTH DIFFICULTIESIII) ORGANISING SPECIALIST EDUCATIONAL OR TRAINING OPPORTUNITIES FOR THE BENEFIT OF ADULTS WITH LEARNING OR PHYSICAL DISABILITIES OR MENTAL HEALTH DIFFICULTIES(C) TO SUPPORT ADULTS WITH LEARNING AND PHYSICAL DISABILITIES OR MENTAL HEALTH DIFFICULTIES TO ACCESS LEISURE, VOLUNTEERING AND EMPLOYMENT OPPORTUNITIES WITH THE OBJECT OF IMPROVING THE CONDITIONS OF THEIR LIVES AND INCREASING THEIR OPPORTUNITIES FOR INCLUSION IN THE COMMUNITY

Activities: ECHO provides activities and support for disabled people in Herefordshire. Most activities are suitable for people with moderate or severe learning difficulties, but we try to support anyone who wishes to take part in our activities, including people with mental health problems and people with physical or sensory disabilities.

Classification

- **How:** Provides Human Resources, Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, Disability, Arts/culture/heritage/science, Amateur Sport
- **Who:** People With Disabilities, The General Public/mankind

Geography

- **Area of benefit:** HEREFORDSHIRE
- Herefordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£1,014,335	£1,093,864	£548,134	48
2024-03-31	£890,755	£968,731	£602,663	54
2023-03-31	£1,247,782	£939,997	£680,639	47
2022-03-31	£811,438	£861,739	£372,854	47
2021-03-31	£920,944	£787,027	£423,155	47

Trustees

Name	Role	Appointed
Joy House	Chair	2016-03-10
Amanda Hamblin		2016-03-10
BLAISE ALEXANDER WHITE		
Caroline Arthur		2019-09-19
Dr Clare Cathcart		2023-12-07
Dr Jeremy David Gray		2022-12-09
JASON STUCHBERY		
John Bradford		2021-12-10
Judith Haines		2023-12-07
Kevin Parker		2025-10-23
Matthew Jones		2021-12-10
Paul Scott		2024-10-10
Victoria Anne Nicolson-James		2025-10-23

ECHO for Extra Choices in Herefordshire Limited

England & Wales - Charity number 1096449

Accounts

Company no. 04475254
Charity no. 1096449

**ECHO for Extra Choices in
Herefordshire Limited**

Report and Audited Financial Statements

31 March 2025

ECHO for Extra Choices in Herefordshire Limited

Reference and administrative details

For the year ended 31 March 2025

Company number	04475254	
Charity number	1096449	
Registered office and operational address	40-42 West Street Leominster Herefordshire HR6 8ES	
Secretary	Mike Cook	
Trustees	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:	
	Caroline Arthur	Chair
	John Bradford	
	Clare Cathcart	
	Beverlie Davies	Resigned 23 January 2025
	Jeremy Gray	
	Judith Haines	
	Amanda Hamblin	
	Joy House	
	Matthew Jones	
	Paul Scott	Appointed 10 October 2024
	Jason Stuchbery	
	Blaise White	Treasurer
	Johanna Woodall	Resigned 5 December 2024
Chief executive officer	Mike Cook	
Bankers	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ	Lloyds bank Commercial Banking PO Box 1000 BX1 1LT
Auditors	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD	

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2025

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of ECHO for Extra Choices in Herefordshire Limited (the company) for the year ended 31 March 2025.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

Since the company 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

Purposes and aims

Our charity's purposes as set out in the objects contained in the company's memorandum of association are:

- To advance education of persons resident in the County of Herefordshire and the immediate neighbourhood thereof, in particular (but without prejudice to the generality of the foregoing) by:
 - Enabling adults with learning or physical disabilities or mental health difficulties to attend ordinary educational activities;
 - Organising special mixed ability courses for the benefit of adults with learning or physical disabilities or mental health difficulties;
 - Organising specialist educational or training opportunities for the benefit of adults with learning or physical disabilities or mental health difficulties;
- To provide or assist in the provision of facilities for recreation or other leisure time occupation in the interests of social welfare with the object of improving the conditions of life for all persons with learning or physical disability or mental health difficulties; and
- To support adults with learning and physical disabilities or mental health difficulties to access leisure, volunteering and employment opportunities with the object of improving the conditions of their lives and increasing their opportunities for inclusion in the community.

We want to make a positive difference to the lives of people with disabilities in Herefordshire, supporting them to both feel and be valued members of the community. Our aims fully reflect the purposes that the charity was set up to further.

Ensuring our work delivers our aims

We review our aims, objectives and activities regularly. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aims, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

The focus of our work

ECHO is a forward-thinking organisation that promotes and delivers services for disabled people in Herefordshire and surrounding areas.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2025

We have a vision of a society where all people with disabilities are heard, valued, respected and supported to make choices and flourish. To achieve this we have created 7 strategic aims:

- 1 **Joining Communities:** There is strength in people working together. ECHO will work within the community and invite the community to get involved in what we do. Within the ECHO community, people and projects work together, sharing support and ideas and developing
- 2 **Real Choice:** Real choice is more than just offering people different options. Real choice comes from talking to people and listening to what they want. ECHO helps bring ideas to life.
- 3 **Support to grow and Thrive:** Everyone has the potential to grow and develop. ECHO encourages everyone to work together to build the confidence and skills they need to help follow their dreams. Everyone in ECHO can inspire others to explore new possibilities.
- 4 **Led by Participants:** Participants are at the heart of every decision that ECHO makes. Participants will take a full role in planning and making decisions about ECHO and the projects we deliver.
- 5 **Valuing People:** Everyone has their own individual talents, skills and abilities. ECHO celebrates what people can do and makes sure everyone has a voice. This is why we pride ourselves on focussing on the individual and what they can achieve.
- 6 **Quality in all we do:** Whether it is the things people create, or the support we provide, ECHO wants this to be as good as we can make it. We make sure ECHO is well run and can meet the needs of our participants now and into the future.
- 7 **Healthy Body and Mind:** We will support and encourage everyone to live a happy and active life by taking care of their body and how they are feeling. ECHO will be a friendly and safe space, helping people keep their mind and body strong and providing support when they need

How our activities deliver public benefit

Our main activities and whom we try to help are described below. All our charitable activities focus on improving the lives of disabled people in Herefordshire and are undertaken to further our charitable purposes for the public benefit.

Who used and benefited from our services?

Our objects and funding allow us to provide services to residents in Herefordshire and the surrounding area. We currently have 84 members and 110 people attending our day services. In addition, approximately 100 other people access our services on an ad hoc basis. The majority of those who access our day services are funded via Council's Adult Social Care services either through commissioned service or direct payments. A much smaller group fund their place from their own income or purchase additional services above what the Council support. Leisure and social activities are charged on attendance and fees are set to keep them accessible to those with modest income.

Equal access to our services is an important issue for us. We monitor use of our services by gender, disability, ethnicity and sexual orientation. We believe equal access to our services is vital to our success and that successful outcomes must be shared by all communities that use our services.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2025

The main areas of our charitable activity and services are separated into four areas:

1. Community activities

Community activities are those where people are receiving a regular service and have a contract in place. These services are funded through personal budgets, social care spot purchases and self-funders. In 2024 we were again successful in tendering to be on the Council community activities framework which runs for four years.

Community Activities continue to be the main area of our business and we run activities 5 days a week. 110 people currently attend our day services, which is the major source of our funding. In total, we provided over 54,264 hours of service during the year. Our contractual services are supported by 46 salaried and 9 relief staff and 146 active volunteers, of whom 43 are supported volunteers.

All our day services aim to support participants to learn new skills, grow in self-confidence and be seen to be actively contributing to the local community. Being seen positively in the community supports individuals to get involved and engage in local community life. By giving back to their community our participants feel valued and grow in confidence.

We are always looking to develop new activities to meet the needs of our participants and 2024 saw the development of our Youth Theatre in Hereford and Sound and Vision Hub in Leominster. Both activities are looking to attract new participants, especially younger people.

2. Leisure and social activities

Leisure, social and other activities are drop in, pay as you go activities, which we support from fees, organisational funds or small grants. Our leisure and social activities are wide ranging, run at a variety of times and priced competitively. We even run a programme of online activities. Through taking part, participants can improve their mental and physical well-being, build friendships and access community activities.

In the last year we have had to increase our leisure and social activity fees to reflect the rises in cost of living and wages, but we have tried to keep prices to a minimum.

3. Volunteer recruitment and support

Volunteers are a vital part of our organisation. Without them, we would not be able to deliver the range and quality of services that we do. Volunteers allow us to work more flexibly, and bring a depth of experiences and backgrounds, which enrich our organisation.

Volunteering benefits everyone. Our participants get to work with a variety of individuals and widen their horizons through the experience and knowledge our volunteers bring. Volunteers working with ECHO have the opportunity to build their own skills and experience and support others, which can help prepare them for employment or other opportunities.

Our Steps to Employment Project has been working hard to assist those with additional needs who are looking for employment to meet their aspirations. We recognise that to be successful in employment support needs to start before a job is applied for and continue after it starts to give people the best chance to succeed. This includes work on CVs and applications and interview skills as well as support to find work placements and employment.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2025

4. Participant involvement

ECHO believes that disabled people should be able to play an active part in decisions that affect their lives. We therefore have a strong commitment to participant involvement in all aspects of our work.

This commitment is demonstrated throughout the organisation:

- We encourage everyone who accesses our services to become members of ECHO. This gives them rights to vote at our AGM on issues relating to ECHO's management and to determine the make-up of our Trustee Board.
- We ensure that participants are represented on our Trustee Board. Currently 36% of our Board are Participant Trustees. Full board members, they have the same organisational and legal responsibilities as other trustees. Every week there is a Trustee support meeting for Participant Trustees to give them the time and space they need to fulfil their roles.
- Our Rep group meets weekly to discuss the work of ECHO and wider issues of national and local interest. The Rep group helps provide a sounding board for new ideas and projects as well as letting us know what they think it is important for ECHO to be aware of.
- Participants are involved in the planning of the activities that they attend to make sure they are enjoyable and relevant. We also ensure that participants are a key part of the process of evaluating all our activities.
- We also support our service users to take part in other meetings and consultations both in Herefordshire and further afield where issues may affect them.

Financial review

Principal funding sources

The principal funding sources for the charity are currently grants income (£246,648) and fees income in the form of Commissioned funding from Herefordshire Council, Direct Payments and individual self-funders (£669,087).

ECHO has continued its efforts to diversify income, developing and implementing a fundraising strategy.

Investment policy

ECHO has invested £250,000 of its cash assets to provide income for expenditure on our charitable objectives. The trustees are governed by the memorandum, amended on 10th December 2021, which sets out a general power of investment (section 4(h)). ECHO's assets are invested in short to medium term deposit accounts.

ECHO seeks to produce the best financial return within an acceptable level of risk. ECHO's investment objective is to maximise investment income for expenditure on its running costs.

No single deposit will exceed the value covered by the Financial Services Compensation Scheme to mitigate risk and protect the investment. The value and income generated from investments is monitored by the finance officer and reviewed annually by the finance subcommittee of the Board of Trustees.

Reserves policy

ECHO reserves are held to help protect the organisation's sustainability and facilitate development. Our target level of reserves is £338,147. This is the amount needed to meet 6 months' core salaries and running costs needed to wind the organisation down in a controlled manner as a responsible charity, and non-cancellable debt.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2025

In 2025/26 we will have the following factors to navigate:

- Funders are reviewing what they support and how. This means that we need to keep up to date with funders intentions and look for new opportunities to replace those we may no longer be eligible for; and
- There continue to be increased pressures on Local Authority funding affecting which people get support and how much they receive.

Free reserves stand at £436,000 (2024: £531,481), calculated as the unrestricted funds, less the designated funds and the tangible fixed assets. This is above the current target level, mostly due to the legacy that received later in the year.

The Trustees have agreed that reserves can be spent in 2025 to help secure the purchase of a property for ECHO. Buying a building is a big decision we have been carefully considering for a while. We have however also been successful in securing a significant grant from the Eveson Trust to support the purchase. Reasons we decided to purchase rather than rent included:

- Not renting will save us money each year;
- It gives us extra space to develop and grow, bringing in more income;
- Owning a property will mean we can raise capital funds to improve it more easily. This can improve the accessibility and energy efficiency; and
- It gives more flexibility to adapt and change as we need to.

Due to the current pressures on funding and the wider increases in prices such as utilities, holding increased reserves helps us to ride out this volatile period whilst we look at the longer-term solutions. This includes reviewing structure, costs and income.

The Trustees are committed to reviewing reserve levels alongside the budget for 2025/26 to ensure that they are held at an appropriate level to meet future commitments and that any excess is used to develop the organisation and services.

Fundraising statement

Fundraising is a key to the running and sustainability of ECHO, but we must ensure that this is carried out appropriately. This means transparency in what we do and ensuring that best practice is employed to ensure it is done in a way that protects vulnerable individuals and meets legal requirements.

The majority of our fundraising income is through grants, though we do undertake work to gather donations from businesses and individuals. Calls for donations are predominantly carried out via our web and social media presence. We also undertake a limited amount of community collections which are registered with the appropriate body. The use of any donations are clearly stated in the promotional material, whether this is to support ECHO as a whole or for a particular cause. We also run community fundraising events usually based on ticket sales to take part in an activity. Raffles are registered and run within local authority rules.

ECHO is registered with the fundraising regulator and follows its code of practice as industry standard in all the fundraising that we do. ECHO does not use any external contractors to undertake our fundraising work but work through our own fundraising team to ensure standards, monitoring their work through supervisions and staffing procedures. Where we use platforms to assist our fundraising activities, we ensure that they meet the standards needed regarding security

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2025

ECHO has received no complaints regarding our fundraising. Any complaints raised would be dealt with via our complaints procedure (available on our website or on request) and reported as necessary.

As a charity working with people with disabilities, we are very careful to ensure that any fundraising we do is designed to protect vulnerable people. This includes the messaging that we use and how and where we advertise our fundraising streams. All our staff are trained in safeguarding and as such have a duty to ensure that they are aware of the risks and signs of financial abuse and report any incidents where there is, or appears to be, any risk of this.

Going concern basis of accounting

The Trustees have considered the impact of this issue on the charity's current and future financial position. The charity holds unrestricted general reserves of £436,000.

The trustees consider that the charity has sufficient unrestricted reserves and cash flow to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved. For this reason, the accounts have been prepared on the going concern basis.

Plans for future periods

With a significant deficit last year, the focus in 2025/26 is to move us towards sustainability. The board has therefore agreed a programme of savings and developments to help us do this. This includes reviewing the areas of biggest risk and reducing these.

The key words in 2025 will be Sustainability, Development and Fun. To survive as an organisation, we cannot stay still but need to continue to review and develop activities to keep current and meet the needs of participants now and in the future. Whatever we do, we must maintain the fun and joy that marks out our activities as this is what keeps the organisation fresh and vibrant.

Property will be a key area for ECHO in 2025 with the new building purchase and a need to find a new venue for our Eaton Barn community garden. Both changes offer good opportunities to review how and what we do to make services sustainable now and into the future.

Structure, governance and management

Governing document

The organisation is a charitable company limited by guarantee. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

Recruitment and appointment of board of trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. ECHO is required to have a minimum of 3 and a maximum of 15 Trustees. Trustees are elected at the Annual General Meeting. One third of the Trustees retire each year. The Trustees to retire each year are those who have been Trustees the longest (since their last election). If a Trustee retires by rotation, they may be put forward for re-election.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2025

All Trustees must be members of ECHO. A member may be appointed Trustee if they are an existing Trustee retiring by rotation; or they are recommended by the other Trustees; or they are nominated in writing by another member. The nomination must be sent to ECHO not less than 14 days, nor more than 35 days before the date of the meeting. The nominated Trustee must also sign to say they are willing to be elected.

The Board seeks to ensure that the participant group is appropriately reflected in the diversity of the Trustee body. The Board actively encourages ECHO participants to consider standing for election and provides a range of advocacy support to meet the needs of individuals putting themselves forward.

Trustee induction and training

All Trustees are given a full induction pack outlining their roles and responsibilities as Trustees and Directors of the company. All Trustees are offered the opportunity to attend external trustee training sessions. Every week we run a Trustee support meeting for participant Trustees or any other Trustees with additional support needs.

To help ensure our board has the skills it needs to guide the organisation we have set up a Trustee Development group to look at issues like recruitment and skills gaps.

Risk management

The Trustees have conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated regularly and reviewed at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces.

Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, beneficiaries and visitors. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Organisational structure

ECHO has a Board of Trustees who meet every at least every 3 months and are responsible for the strategic direction and policy of the charity. At present, the Board has eleven members from a variety of backgrounds relevant to the work of the charity. The Chief Officer/ Company Secretary also sits on the Committee but has no voting rights. There are currently 4 sub-groups of the board (Finance, HR, Trustee Development, and Quality). All have their own terms of reference and delegated powers.

Day to day responsibility for the running of the charity and its services rests with the Chief Officer and the staff team. The Chief Officer is responsible for ensuring that the charity delivers the services specified and that key outcomes are met.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2025

Statement of responsibilities of the trustees

The trustees (who are also directors of the charity 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, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing those financial statements the trustees are required to:

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

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £10 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Independent Examiners

Godfrey Wilson Limited were re-appointed as independent examiners to the charitable company during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 15 October 2025 and signed on their behalf by

Blaise White

Blaise White - Treasurer

Independent auditors' report

To the members of

ECHO for Extra Choices in Herefordshire Limited

Opinion

We have audited the financial statements of ECHO for Extra Choices in Herefordshire Limited (the 'charity') for the year ended 31 March 2025 which comprise the statement of financial activities, balance sheet, statement of cashflows and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2025 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note 8 to the financial statements, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Independent auditors' report

To the members of

ECHO for Extra Choices in Herefordshire Limited

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- The directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report. We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement set out in the trustees' report, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Independent auditors' report

To the members of

ECHO for Extra Choices in Herefordshire Limited

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The procedures we carried out and the extent to which they are capable of detecting irregularities, including fraud, are detailed below:

(1) We obtained an understanding of the legal and regulatory framework that the charity operates in, and assessed the risk of non-compliance with applicable laws and regulations. Throughout the audit, we remained alert to possible indications of non-compliance.

(2) We reviewed the charity's policies and procedures in relation to:

- Identifying, evaluating and complying with laws and regulations, and whether they were aware of any instances of non-compliance;
- Detecting and responding to the risk of fraud, and whether they were aware of any actual, suspected or alleged fraud; and
- Designing and implementing internal controls to mitigate the risk of non-compliance with laws and regulations, including fraud.

(3) We inspected the minutes of trustee meetings.

(4) We enquired about any non-routine communication with regulators and reviewed any reports made to them.

(5) We reviewed the financial statement disclosures and assessed their compliance with applicable laws and regulations.

(6) We performed analytical procedures to identify any unusual or unexpected transactions or balances that may indicate a risk of material fraud or error.

(7) We assessed the risk of fraud through management override of controls and carried out procedures to address this risk. Our procedures included:

- Testing the appropriateness of journal entries;
- Assessing judgements and accounting estimates for potential bias;
- Reviewing related party transactions; and
- Testing transactions that are unusual or outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. Irregularities that arise due to fraud can be even harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

Independent auditors' report

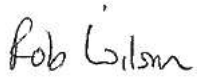
To the members of

ECHO for Extra Choices in Herefordshire Limited

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.



Date: 17 October 2025

Robert Wilson FCA
(Senior Statutory Auditor)

For and on behalf of:

GODFREY WILSON LIMITED

Chartered accountants and statutory auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

ECHO for Extra Choices in Herefordshire Limited

Statement of financial activities (incorporating an income and expenditure account)

For the year ended 31 March 2025

	Note	Restricted £	Unrestricted £	2025 Total £	Restated 2024 Total £
Income from:					
Donations	3	-	34,858	34,858	83,514
Charitable activities	4	246,648	669,087	915,735	771,674
Other trading activities	5	-	47,819	47,819	47,933
Investments		-	15,923	15,923	12,634
Total income		<u>246,648</u>	<u>767,687</u>	<u>1,014,335</u>	<u>915,755</u>
Expenditure on:					
Raising funds		-	44,254	44,254	68,962
Charitable activities		<u>230,696</u>	<u>818,914</u>	<u>1,049,610</u>	<u>899,769</u>
Total expenditure	7	<u>230,696</u>	<u>863,168</u>	<u>1,093,864</u>	<u>968,731</u>
Net income / (expenditure)		<u>15,952</u>	<u>(95,481)</u>	<u>(79,529)</u>	<u>(52,976)</u>
Net movement in funds	8	15,952	(95,481)	(79,529)	(52,976)
Reconciliation of funds:					
Total funds brought forward		<u>96,182</u>	<u>531,481</u>	<u>627,663</u>	<u>680,639</u>
Total funds carried forward		<u><u>112,134</u></u>	<u><u>436,000</u></u>	<u><u>548,134</u></u>	<u><u>627,663</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 15 to the accounts.

Income comparatives have been restated for a prior period adjustment, as set out in note 18 to the accounts.

ECHO for Extra Choices in Herefordshire Limited

Balance sheet

As at 31 March 2025

	Note	£	2025 £	Restated 2024 £
Fixed assets				
Tangible assets	11		-	-
Current assets				
Debtors	12	75,280		93,579
Current asset investments		252,091		185,000
Cash at bank and in hand		274,358		376,295
		601,729		654,874
Liabilities				
Creditors: amounts falling due within 1 year	13	(53,595)		(27,211)
Net current assets			548,134	627,663
Net assets	14		548,134	627,663
Funds	15			
Restricted funds			112,134	96,182
Unrestricted funds				
General funds			436,000	531,481
Total charity funds			548,134	627,663

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

Approved by the trustees on 15 October 2025 and signed on their behalf by

Blaise White

Blaise White - Treasurer

ECHO for Extra Choices in Herefordshire Limited

Statement of cash flows

For the year ended 31 March 2025

	2025 £	Restated 2024 £
Cash used in operating activities:		
Net movement in funds	(79,529)	(52,976)
<i>Adjustments for:</i>		
Dividends, interest and rents from investments	(15,923)	(12,634)
Decrease in debtors	18,299	120,925
Increase/(decrease) in creditors	<u>26,384</u>	<u>(11,640)</u>
Net cash (used in) operating activities	<u>(50,769)</u>	<u>43,675</u>
Cash flows from investing activities:		
Dividends, interest and rents from investments	<u>15,923</u>	<u>12,634</u>
Decrease in cash and cash equivalents in the year	(34,846)	56,309
Cash and cash equivalents at the beginning of the year	<u>561,295</u>	<u>504,986</u>
Cash and cash equivalents at the end of the year	<u>526,449</u>	<u>561,295</u>
Represented by:	2025 £	2024 £
Current asset investments	252,091	185,000
Cash at bank and in hand	<u>274,358</u>	<u>376,295</u>
	<u>526,449</u>	<u>561,295</u>

The charity has not provided an analysis of changes in net debt as it does not have any long term financing arrangements.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2025

1. Accounting policies

a) Basis of preparation

ECHO for Extra Choices in Herefordshire Limited is a charitable company limited by guarantee registered in England and Wales. The registered office address is 40-42 West Street, Leominster, Herefordshire, HR6 8ES.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

ECHO for Extra Choices in Herefordshire Limited 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.

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the 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.

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 income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

d) Donated services and facilities

Donated professional services and donated facilities are recognised as income 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 by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2025

1. Accounting policies (continued)

d) Donated services and facilities (continued)

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.

e) 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.

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities based on the proportion of staff cost by each activity as follows:

	2025	2024
Raising funds	4.3%	8.2%
Charitable activities	95.7%	91.8%

i) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Fixtures and fittings	3 years straight line
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j) Stock

Donated items of stock for resale or distribution are not included in the financial statements until they are sold or distributed because the trustees consider it impractical to be able to assess the amount of donated stocks as there are no systems in place which record these items until they are sold and undertaking a stock take would incur undue cost for the charity which far outweigh the benefits.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2025

1. Accounting policies (continued)

k) Debtors

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

l) Current asset investments

Deposit accounts and other liquid unlisted investments with a maturity date of more than three months from the date of acquisition or opening of the account are deemed to be held for investment and are therefore classified as current asset investments.

m) 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.

n) Creditors

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.

o) Financial instruments

The charitable company 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 recognised at amortised cost using the effective interest method.

p) Pension costs

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

q) Foreign currency transactions

Transactions in foreign currencies are translated at rates prevailing at the date of the transaction. Balances denominated in foreign currencies are translated at the rate of exchange prevailing at the year end.

r) Accounting estimates and key judgements

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

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

There are no key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2025

2. Prior period comparatives: statement of financial activities (restated)

	Restricted £	Unrestricted £	2024 Total £
Income from:			
Donations	48,771	34,743	83,514
Charitable activities	125,512	646,162	771,674
Other trading activities	-	47,933	47,933
Investments	-	12,634	12,634
Total income	174,283	741,472	915,755
Expenditure on:			
Raising funds	-	68,962	68,962
Charitable activities	138,704	761,065	899,769
Total expenditure	138,704	830,027	968,731
Net income	35,579	(88,555)	(52,976)
Transfers between funds	16,245	(16,245)	-
Net movement in funds	51,824	(104,800)	(52,976)

3. Income from donations

	Restricted £	Unrestricted £	2025 Total £
Donations	-	33,753	33,753
Legacies	-	1,105	1,105
Total income from donations	-	34,858	34,858
Prior period comparative			2024 Total £
Donations	48,771	34,743	83,514
Legacies	-	-	-
Total income from donations	48,771	34,743	83,514

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2025

4. Income from charitable activities

	Restricted £	Unrestricted £	2025 Total £
Grants	246,648	-	246,648
Fees for activities	-	669,087	669,087
Total income from charitable activities	246,648	669,087	915,735
Prior period comparative (restated)			2024 Total £
	Restricted £	Unrestricted £	
Grants	125,512	51,000	176,512
Fees for activities	-	595,162	595,162
Total income from charitable activities	125,512	646,162	771,674

5. Income from other trading activities

	2025 Total £	2024 Total £
Shop, cafe and theatre sales	47,819	47,933

All other trading income in the current and prior period was unrestricted.

6. Government grants

The charitable company received government grant income in the year from Arts Council England, The National Lottery, Herefordshire Council and Leominster Council. The total value of such grants in the period ending 31 March 2025 was £183,516 (2024: £61,453). There were no unfulfilled conditions or contingencies attaching to these grants in either years.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2025

7. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	2025 Total £
Staff costs (note 9)	29,014	645,638	180,604	855,256
Other staff costs	5	9,836	4,431	14,272
Premises	-	81,637	7,537	89,174
Office	663	13,307	29,812	43,782
Equipment	-	12,701	355	13,056
Fees & charges	299	39,700	14,346	54,345
Trustee expenses	-	-	977	977
Fundraising expenses	1,000	-	-	1,000
Project costs	2,568	17,491	520	20,579
Marketing & promotion	429	621	373	1,423
Sub-total	33,978	820,931	238,955	1,093,864
Allocation of support and governance costs	10,276	228,679	(238,955)	-
Total expenditure	44,254	1,049,610	-	1,093,864

Total governance costs were £8,727 (2024: £3,215)

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2025

**7. Total expenditure (continued)
Prior period comparative**

	Raising funds £	Charitable activities £	Support and governance costs £	2024 Total £
Staff costs (note 9)	45,481	510,780	192,728	748,989
Other staff costs	50	10,397	3,428	13,875
Premises	-	71,476	12,063	83,539
Office	355	16,147	28,538	45,040
Equipment	-	7,879	222	8,101
Fees & charges	154	40,117	3,498	43,769
Trustee expenses	-	-	1,514	1,514
Fundraising expenses	1,317	-	-	1,317
Project costs	1,090	16,650	1,723	19,463
Marketing & promotion	588	2,536	-	3,124
Sub-total	49,035	675,982	243,714	968,731
Allocation of support and governance costs	19,927	223,787	(243,714)	-
Total expenditure	68,962	899,769	-	968,731

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2025

8. Net movement in funds

This is stated after charging:

	2025 £	2024 £
Operating lease payments	35,838	18,266
Depreciation	-	-
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	977	1,515
Auditors' remuneration (excluding VAT):		
▪ Audit	7,750	-
▪ Independent examination	-	1,700

During the year, three trustees (2024: two trustees) had expenses reimbursed relating to postage and stationery, and travel.

In common with other charities of our size and nature we use our auditors to assist with the preparation of the financial statements.

9. Staff costs and numbers

Staff costs were as follows:

	2025 £	2024 £
Salaries and wages	783,658	691,856
Social security costs	49,767	42,259
Pension costs	21,831	14,874
Total staff costs:	855,256	748,989

Relief staff costs are charged to the activity to which they relate.

No employee earned more than £60,000 during the current or prior year. The key management personnel of the charitable company comprise the Trustees, the Chief Executive Officer and the two Deputy Chief Executive Officers. The total employee benefits of the key management personnel were £115,987 (2024: £110,257).

Total redundancy payments in the year were £1,398 (2024: nil).

	2025 No.	Restated 2024 No.
Average head count	48	44

Average head count figures for 2024 have been restated to correct a prior period error.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2025

10. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

11. Tangible fixed assets

Fixtures and fittings £

Cost

At 1 April 2024 and 31 March 2025

5,399

Depreciation

At 1 April 2024 and 31 March 2025

5,399

Net book value

At 1 April 2024 and 31 March 2025

-

12. Debtors

2025 £

Restated 2024 £

Trade debtors

61,679

58,311

Prepayments and accrued income

12,098

31,422

Other debtors

1,503

3,846

75,280

93,579

13. Creditors : amounts due within 1 year

2025 £

2024 £

Trade creditors

25,284

15,418

Accruals

19,209

6,478

Deferred Income

900

-

Other taxation and social security

6,996

-

Other creditors

1,206

5,315

53,595

27,211

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2025

14. Analysis of net assets between funds

	Restricted funds £	General funds £	Total funds £
Current assets	112,134	489,595	601,729
Current liabilities	-	(53,595)	(53,595)
Net assets at 31 March 2025	112,134	436,000	548,134

Prior period comparative (restated)

	Restricted funds £	General funds £	Total funds £
Current assets	96,182	558,692	654,874
Current liabilities	-	(27,211)	(27,211)
Net assets at 31 March 2024	96,182	531,481	627,663

15. Movements in funds

	At 1 April 2024 £	Income £	Expenditure £	At 31 March 2025 £
Restricted funds				
Eveson Trust	25,000	-	(25,000)	-
Advocacy Extra	-	36,463	(21,948)	14,515
Bailey Thomas	-	12,000	(12,000)	-
Arts Council	1	40,385	(4,833)	35,553
StEP Project (Lottery Community Fund)	2,400	106,869	(96,701)	12,568
Leisure and Social Activities	2,393	8,855	(4,486)	6,762
Craft Activities	22,082	19,144	(27,076)	14,150
Life Skills Activities	11,841	5,761	(14,079)	3,523
Arts & Media Activities	32,465	17,171	(24,573)	25,063
Total restricted funds	96,182	246,648	(230,696)	112,134
Unrestricted funds				
General funds	531,481	767,687	(863,168)	436,000
Total unrestricted funds	531,481	767,687	(863,168)	436,000
Total funds	627,663	1,014,335	(1,093,864)	548,134

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2025

15. Movements in funds (continued)

Purposes of restricted funds

Eveson Trust

Fund to support salary of key staff member.

Advocacy Extra

Funding secures staff hours to support Participants involved in organisational governance.

Bailey Thomas

Fund to support salary of key staff member.

Arts Council

Funding is for the development of a new show by the About Face theatre group.

StEP Project (Lottery Community Fund)

The project is a national lottery community fund supported programme. Supporting individuals as volunteers throughout Echo projects and the community to gain work experience and employment opportunities for people with disabilities.

Leisure and Social Activities

Funding subsidises a variety of sports and leisure activities from football to music, club nights and yoga.

Craft Activities

Funding supports provision of a range of activities including craft skills, furniture upcycling and horticulture.

Life Skills Activities

Funding enables participants to learn basic skills such as cookery as well as supporting them to volunteer in their local community.

Arts & Media Activities

Funding is used to support the theatre, radio and sound and vision groups run by ECHO.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2025

15. Movements in funds (continued) Prior period comparative (restated)

	At 1 April 2023 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2024 £
Restricted funds					
Eveson Trust	22,971	25,000	(22,971)	-	25,000
Arts Council	3,050	4,665	(7,714)	-	1
StEP Project (Lottery Community Fund)	-	54,028	(51,628)	-	2,400
Leisure and Social Activities	-	6,857	(4,464)	-	2,393
Craft Activities	3,737	31,075	(12,730)	-	22,082
Life Skills Activities	4,648	14,541	(7,116)	(232)	11,841
Arts & Media Activities	20,293	38,117	(25,945)	-	32,465
Inclusive Volunteering Project	3,755	-	(19,999)	16,244	-
Total restricted funds	<u>58,454</u>	<u>174,283</u>	<u>(152,567)</u>	<u>16,012</u>	<u>96,182</u>
Unrestricted funds					
General funds	<u>622,185</u>	<u>741,472</u>	<u>(816,164)</u>	<u>(16,012)</u>	<u>531,481</u>
Total unrestricted funds	<u>622,185</u>	<u>741,472</u>	<u>(816,164)</u>	<u>(16,012)</u>	<u>531,481</u>
Total funds	<u><u>680,639</u></u>	<u><u>915,755</u></u>	<u><u>(968,731)</u></u>	<u><u>-</u></u>	<u><u>627,663</u></u>

16. Operating lease commitments

The charity had operating leases at the year end with total future minimum lease payments as follows:

	2025 £	2024 £
Amount falling due:		
Within 1 year	41,025	30,372
Within 1 - 5 years	125,000	14,600
More than 5 years	<u>28,650</u>	<u>-</u>
	<u><u>194,675</u></u>	<u><u>44,972</u></u>

17. Related party transactions

There were no related party transactions during the current or prior year.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2025

18. Prior period restatement

Prior year funds have been restated due to the identification of grant income for which the charity met entitlement within the year ended 31 March 2024, incorrectly restricted income and expenditure in the year ended 31 March 2024 and the release of designated funds to general funds. The effects of the restatement are set out below:

	Restricted £	Designated £	Unrestricted £
Opening Funds			
As at 1 April 2023 (original)	59,245	30,756	590,638
Restatement of restricted fund	(791)	-	791
Release of designated funds	-	(30,756)	30,756
	<u>-</u>	<u>(30,756)</u>	<u>30,756</u>
As at 1 April 2023 (restated)	<u>58,454</u>	<u>-</u>	<u>622,185</u>

	Restricted £	Designated £	Unrestricted £
Income			
Originally stated as at 31 March 2024	237,656	253,781	399,318
Recognise accrued grant income	25,000	-	-
Release of designated funds	-	(253,781)	253,781
Restatement of restricted fee income	(88,373)	-	88,373
	<u>(88,373)</u>	<u>-</u>	<u>88,373</u>
Restated as at 31 March 2024	<u>174,283</u>	<u>-</u>	<u>741,472</u>

	Restricted £	Designated £	Unrestricted £
Expenditure			
Originally stated as at 31 March 2024	(227,868)	(274,794)	(466,069)
Restatement of restricted fund	791	-	(791)
Restatement of restricted project expenditure	74,510	-	(74,510)
Release of designated funds	-	274,794	(274,794)
	<u>-</u>	<u>274,794</u>	<u>(274,794)</u>
Restated as at 31 March 2024	<u>(152,567)</u>	<u>-</u>	<u>(816,164)</u>

	Total £
Debtors	
Originally stated as at 31 March 2024	68,579
Recognise accrued grant income	<u>25,000</u>
Restated as at 31 March 2024	<u>93,579</u>

ECHO for Extra Choices in Herefordshire Limited

England & Wales - Charity number 1096449

Accounts

Company no. 04475254
Charity no. 1096449

**ECHO for Extra Choices in
Herefordshire Limited**

Report and Unaudited Financial Statements

31 March 2024

ECHO for Extra Choices in Herefordshire Limited

Reference and administrative details

For the year ended 31 March 2024

Company number	04475254
Charity number	1096449
Registered office and operational address	40-42 West Street Leominster Herefordshire HR6 8ES
Secretary	Mike Cook
Trustees	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows: Caroline Arthur Christopher Blum John Bradford Clare Cathcart Beverlie Davies Jeremy Gray Judith Haines Amanda Hamblin Joy House Matthew Jones Jason Stuchbery Blaise White Johanna Woodall Chair Resigned 31 October 2023 Appointed 7 December 2023 Appointed 7 December 2023 Treasurer Appointed 7 December 2023
Chief executive officer	Mike Cook
Bankers	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
Independent Examiner	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2024

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of ECHO for Extra Choices in Herefordshire Limited (the company) for the year ended 31 March 2024.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

Since the company 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

Purposes and aims

Our charity's purposes as set out in the objects contained in the company's memorandum of association are:

- To advance education of persons resident in the County of Herefordshire and the immediate neighbourhood thereof, in particular (but without prejudice to the generality of the foregoing) by:
 - Enabling adults with learning or physical disabilities or mental health difficulties to attend ordinary educational activities;
 - Organising special mixed ability courses for the benefit of adults with learning or physical disabilities or mental health difficulties;
 - Organising specialist educational or training opportunities for the benefit of adults with learning or physical disabilities or mental health difficulties;
- To provide or assist in the provision of facilities for recreation or other leisure time occupation in the interests of social welfare with the object of improving the conditions of life for all persons with learning or physical disability or mental health difficulties; and
- To support adults with learning and physical disabilities or mental health difficulties to access leisure, volunteering and employment opportunities with the object of improving the conditions of their lives and increasing their opportunities for inclusion in the community.

We want to make a positive difference to the lives of people with disabilities in Herefordshire, supporting them to both feel and be valued members of the community. Our aims fully reflect the purposes that the charity was set up to further.

Ensuring our work delivers our aims

We review our aims, objectives and activities regularly. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aims, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

The focus of our work

ECHO for Extra Choices in Herefordshire Limited (ECHO) is a forward thinking organisation that promotes and delivers services for disabled people in Herefordshire and surrounding areas.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2024

We have a vision of a society where all people with disabilities are heard, valued, respected and supported to make choices and flourish. To achieve this we have created 7 strategic aims:

- 1 **Joining Communities:** There is strength in people working together. ECHO will work within the community and invite the community to get involved in what we do. Within the ECHO community, people and projects work together, sharing support and ideas and developing friendships.
- 2 **Real Choice:** Real choice is more than just offering people different options. Real choice comes from talking to people and listening to what they want. ECHO helps bring ideas to life.
- 3 **Support to grow and Thrive:** Everyone has the potential to grow and develop. ECHO encourages everyone to work together to build the confidence and skills they need to help follow their dreams. Everyone in ECHO can inspire others to explore new possibilities.
- 4 **Led by Participants:** Participants are at the heart of every decision that ECHO makes. Participants will take a full role in planning and making decisions about ECHO and the projects we deliver.
- 5 **Valuing People:** Everyone has their own individual talents, skills and abilities. ECHO celebrates what people can do and makes sure everyone has a voice. This is why we pride ourselves on focussing on the individual and what they can achieve.
- 6 **Quality in all we do:** Whether it is the things people create, or the support we provide, ECHO wants this to be as good as we can make it. We make sure ECHO is well run and can meet the needs of our participants now and into the future.
- 7 **Healthy Body and Mind:** We will support and encourage everyone to live a happy and active life by taking care of their body and how they are feeling. ECHO will be a friendly and safe space, helping people keep their mind and body strong and providing support when they need it.

How our activities deliver public benefit

Our main activities and whom we try to help are described below. All our charitable activities focus on improving the lives of disabled people in Herefordshire and are undertaken to further our charitable purposes for the public benefit.

Who used and benefited from our services?

Our objects and funding allow us to provide services to residents in Herefordshire and the surrounding area. We currently have 82 members and 149 people attending our day services. In addition approximately 100 other people access our services on an ad hoc basis. The majority of those who access our day services are funded via Council's Adult Social Care services either through commissioned service or direct payments. A much smaller group fund their place from their own income or purchase additional services above what the Council support. Leisure and social activities are charged on attendance and fees are set to keep them accessible to those with modest income.

Equal access to our services is an important issue for us. We monitor use of our services by gender, disability, ethnicity and sexual orientation. We believe equal access to our services is vital to our success and that successful outcomes must be shared by all communities that use our services.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2024

The main areas of our charitable activity and services are separated into four areas:

1. Community activities

Community activities are those where people are receiving a regular service and have a contract in place. These services are funded through personal budgets, social care spot purchases and self-funders.

They continue to be the main area of our business and we run activities 5 days a week. 149 people currently attend our day services, which is the major source of our funding. In total, we provided over 59,000 hours of service during the year. Our contractual services are supported by 48 staff and 116 active volunteers, of whom 62 are supported volunteers. All our day services aim to support participants to learn new skills, grow in self-confidence and be seen to be actively contributing to the local community.

Community activities support individuals to play an active part in their local area; make friends; get involved and positively contribute to local community life. By giving back to their community our participants feel valued and grow in confidence.

2. Leisure and social activities

Leisure, social and other activities are drop in, pay as you go activities, which we support from fees, organisational funds or small grants. Our leisure and social activities are wide ranging, run at a variety of times and priced competitively. Through taking part, participants can improve their mental and physical well-being, build friendships and access community activities.

3. Volunteer recruitment and support

Volunteers are a vital part of our organisation. Without them, we would not be able to deliver the range and quality of services that we do. Volunteers allow us to work more flexibly, and bring a depth of experiences and backgrounds, which enrich our organisation.

Volunteering benefits everyone. Our participants get to work with a variety of individuals and widen their horizons through the experience and knowledge our volunteers bring. Volunteers working with ECHO have the opportunity to build their own skills and experience and support others, which can help prepare them for employment or other opportunities.

Our Inclusive Volunteering Project funded by the National Lottery Community Fund encouraged volunteering from individuals with additional support needs. We encouraged our own participants to volunteer within ECHO and worked with partners to provide opportunities outside of the organisation. Incorporating volunteers with their own support needs is not always easy, but it is both the right thing to do and, with the correct support, something that can be beneficial to organisations, individuals and communities.

Following the end of the Inclusive Volunteering project, we were very pleased to receive further lottery funding for a new Steps to Employment Project. This builds upon the work already carried out but goes further looking to support individuals into work or work experience. Its aim is to help people to progress towards the independence that they want.

4. Participant involvement

ECHO believes that disabled people should be able to play an active part in decisions that affect their lives. We therefore have a strong commitment to participant involvement in all aspects of our work.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2024

This commitment is demonstrated throughout the organisation:

- We encourage everyone who accesses our services to become members of ECHO. This gives them rights to vote at our AGM on issues relating to ECHO's management and to determine the make-up of our Trustee Board.
- We ensure that participants are represented on our Trustee Board. Currently 33% of our Board are Participant Trustees. As full board members, they have the same organisational and legal responsibilities as other trustees. Every week there is a Trustee support meeting for Participant Trustees to give them the time and space they need to fulfil their roles.
- Our Rep group meets weekly to discuss the work of ECHO and wider issues of national and local interest. The Rep group helps provide a sounding board for new ideas and projects as well as letting us know what they think it is important for ECHO to be aware of.
- Participants are involved in the planning of the activities that they attend to make sure they are enjoyable and relevant. We also ensure that participants are a key part of the process of evaluating all our activities.
- We also support our service users to take part in other meetings and consultations both in Herefordshire and further afield where issues may affect them.

Financial review

Principal funding sources

The principal funding sources for the charity are currently grants income (£151,512) and fees income in the form of Commissioned funding from Herefordshire Council, Direct Payments and individual self-funders (£595,162).

ECHO has continued its efforts to diversify income, developing and implementing a fundraising strategy.

Investment policy

ECHO has invested £185,000 of its cash assets to provide income for expenditure on our charitable objectives. The trustees are governed by the memorandum, amended on 10 December 2021, which sets out a general power of investment (section 4(h)). ECHO's assets are invested in short to medium term deposit accounts.

ECHO seeks to produce the best financial return within an acceptable level of risk. ECHO's investment objective is to maximise investment income for expenditure on its running costs.

No single deposit will exceed the value covered by the Financial Services Compensation Scheme to mitigate risk and protect the investment. The value and income generated from investments is monitored by the finance officer and reviewed annually by the finance subcommittee of the Board of Trustees.

Reserves policy

ECHO reserves are held to help protect the organisation's sustainability and facilitate development. Our target level of reserves is £338,147. This is the amount needed to meet 6 months' core salaries and running costs needed to wind the organisation down in a controlled manner as a responsible charity, and non-cancellable debt.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2024

In 2024/25 we will have the following factors to navigate:

- funders are changing, some have changed their priorities, whilst others have less to give away due to low returns on investments;
- increasing competition for charitable grants in the sector; and
- Herefordshire Council's new tender framework will be operational in July 2024.

Free reserves stand at £465,854 (2023: £590,638), calculated as the unrestricted funds, less the designated funds and the tangible fixed assets. This is above the current target level, mostly due to the legacy that was received in the prior year.

The Trustees are looking at how best to utilise these additional funds to:

- aid the development of services for the benefit of our participants;
- evaluate our premises review and consider bringing a number of services together into one property; and
- improve delivery of services through possible investment in property.

Due to the current pressures on funding and the wider increases in prices such as utilities, holding increased reserves helps us to ride out this volatile period whilst we look at the longer-term solutions. This includes reviewing structure, costs and income.

ECHO is working hard to diversify our income and develop more stable funding streams such as fees and sales. As well as working internally on this, ECHO is also collaborating with other providers through a consortium called 'Herefordshire Activities Together' to lobby for improvements in services and reviews of fees.

The Trustees are committed to reviewing reserve levels alongside the budget for 2024/25 to ensure that they are held at an appropriate level to meet future commitments and that any excess is used to develop the organisation and services.

Going concern basis of accounting

The Trustees have considered the impact of this issue on the charity's current and future financial position. The charity holds unrestricted general reserves of £465,854 and designated reserves of £50,741 that can be drawn down as necessary. Cash and current asset investment balances at 31 March 2024 are £561,295.

The trustees consider that the charity has sufficient unrestricted reserves and cash flow to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved. For this reason, the accounts have been prepared on the going concern basis.

Plans for future periods

With a significant deficit this year the focus in 2024/25 is to move us towards sustainability. Though times are hard with regards to costs and fundraising, we believe that the creative potential of ECHO offers good opportunities to grow our market share and maximise the resources we have. A key target of this will be to attract younger participants to the activities that we provide.

We have seen a significant increase in the cost of living in the last 12 months and expect this to continue in 2024/25. We will therefore have to work harder to recover these costs through our activities.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2024

Property is a key issue and was identified as part of our structure review as a restriction on services and development. We are therefore going to explore opportunities to secure our current properties and take on new spaces to allow ECHO to grow and thrive.

Structure, governance and management

Governing document

The organisation is a charitable company limited by guarantee. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

Recruitment and appointment of board of trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. ECHO is required to have a minimum of 3 and a maximum of 15 Trustees. Trustees are elected at the Annual General Meeting. One third of the Trustees retire each year. The Trustees to retire each year are those who have been Trustees the longest (since their last election). If a Trustee retires by rotation, they may be put forward for re-election.

All Trustees must be members of ECHO. A member may be appointed Trustee if they are an existing Trustee retiring by rotation; or they are recommended by the other Trustees; or they are nominated in writing by another member. The nomination must be sent to ECHO not less than 14 days, nor more than 35 days before the date of the meeting. The nominated Trustee must also sign to say they are willing to be elected.

The Board seeks to ensure that the participant group is appropriately reflected in the diversity of the Trustee body. The Board actively encourages its participants to consider standing for election and provides a range of advocacy support to meet the needs of individuals putting themselves forward.

Trustee induction and training

All Trustees are given a full induction pack outlining their roles and responsibilities as Trustees and Directors of the company. All Trustees are offered the opportunity to attend external trustee training sessions. Every week we run a Trustee support meeting for participant Trustees or any other Trustees with additional support needs.

To help ensure our board has the skills it needs to guide the organisation we have set up a Trustee Development group to look at issues like recruitment and skills gaps.

Risk management

The Trustees have conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated regularly and reviewed at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2024

Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, beneficiaries and visitors. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Organisational structure

ECHO has a Board of Trustees who meet at least every 3 months and are responsible for the strategic direction and policy of the charity. At present, the Board has twelve members from a variety of backgrounds relevant to the work of the charity. The Chief Executive Officer/ Company Secretary also sits on the Committee but has no voting rights. There are currently 4 sub-groups of the board (Finance, HR, Trustee Development, and Quality). All have their own terms of reference and delegated powers.

Day to day responsibility for the running of the charity and its services rests with the Chief Executive Officer and the staff team. The Chief Executive Officer is responsible for ensuring that the charity delivers the services specified and that key outcomes are met.

Quality assurance

ECHO undertook reassessment for the Trusted Charity Mark in 2020 and was pleased to be awarded the highest level 2 award. This runs out in 2024 and we are looking at alternative programmes to assess our performance as an organisation.

Statement of responsibilities of the trustees

The trustees (who are also directors of the charity 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, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing those financial statements the trustees are required to:

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

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

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2024

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £10 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Independent Examiners

Godfrey Wilson Limited were re-appointed as independent examiners to the charitable company during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 10 October 2024 and signed on their behalf by

Blaise White

Blaise White - Treasurer

Independent examiner's report

To the trustees of

ECHO for Extra Choices in Herefordshire Limited

I report to the trustees on my examination of the accounts of ECHO for Extra Choices in Herefordshire Limited (the charitable company) for the year ended 31 March 2024, which are set out on pages 11 to 29.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 charitable company as required by section 386 of the 2006 Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Alison Godfrey

Date: 10 October 2024

Alison Godfrey FCA

Member of the ICAEW

For and on behalf of:

Godfrey Wilson Limited

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

ECHO for Extra Choices in Herefordshire Limited

Statement of financial activities (incorporating an income and expenditure account)

For the year ended 31 March 2024

	Note	Restricted £	Unrestricted £	2024 Total £	2023 Total £
Income from:					
Donations	3	48,771	34,743	83,514	412,938
Charitable activities	4	188,885	557,789	746,674	774,912
Other trading activities	5	-	47,933	47,933	56,032
Investments		-	12,634	12,634	3,900
Total income		<u>237,656</u>	<u>653,099</u>	<u>890,755</u>	<u>1,247,782</u>
Expenditure on:					
Raising funds		-	68,962	68,962	52,942
Charitable activities		<u>227,868</u>	<u>671,901</u>	<u>899,769</u>	<u>887,055</u>
Total expenditure	7	<u>227,868</u>	<u>740,863</u>	<u>968,731</u>	<u>939,997</u>
Net income / (expenditure)		9,788	(87,764)	(77,976)	307,785
Transfers between funds	15	<u>16,244</u>	<u>(16,244)</u>	<u>-</u>	<u>-</u>
Net movement in funds	8	26,032	(104,008)	(77,976)	307,785
Reconciliation of funds:					
Total funds brought forward		<u>59,245</u>	<u>621,394</u>	<u>680,639</u>	<u>372,854</u>
Total funds carried forward		<u><u>85,277</u></u>	<u><u>517,386</u></u>	<u><u>602,663</u></u>	<u><u>680,639</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 15 to the accounts.

ECHO for Extra Choices in Herefordshire Limited

Balance sheet

As at 31 March 2024

	Note	£	2024 £	2023 £
Fixed assets				
Tangible assets	11		-	-
Current assets				
Debtors	12	68,579		214,504
Current asset investments		185,000		85,000
Cash at bank and in hand		376,295		419,986
		629,874		719,490
Liabilities				
Creditors: amounts falling due within 1 year	13	(27,211)		(38,851)
Net current assets			602,663	680,639
Net assets	14		602,663	680,639
Funds	15			
Restricted funds			85,277	59,245
Unrestricted funds				
Designated funds			50,741	30,756
General funds			466,645	590,638
Total charity funds			602,663	680,639

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibilities for:

- (i) ensuring that the Company keeps proper accounting records which comply with section 386 of the Act; and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

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

Approved by the trustees on 10 October 2024 and signed on their behalf by

Blaise White

Blaise White - Treasurer

ECHO for Extra Choices in Herefordshire Limited

Statement of cash flows

For the year ended 31 March 2024

	2024 £	2023 £
Cash used in operating activities:		
Net movement in funds	(77,976)	307,785
<i>Adjustments for:</i>		
Depreciation charges	-	1,199
Dividends, interest and rents from investments	(12,634)	(3,900)
(Decrease) / increase in debtors	145,925	(169,937)
(Decrease) / increase in creditors	(11,640)	3,272
Net cash provided by / (used in) operating activities	43,675	138,419
Cash flows from investing activities:		
Dividends, interest and rents from investments	12,634	3,900
Increase in cash and cash equivalents in the year	56,309	142,319
Cash and cash equivalents at the beginning of the year	504,986	362,667
Cash and cash equivalents at the end of the year	561,295	504,986
Represented by:	2024 £	2023 £
Current asset investments	185,000	85,000
Cash at bank and in hand	376,295	419,986
	561,295	504,986

The charity has not provided an analysis of changes in net debt as it does not have any long term financing arrangements.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2024

1. Accounting policies

a) Basis of preparation

ECHO for Extra Choices in Herefordshire Limited is a charitable company limited by guarantee registered in England and Wales. The registered office address is 40-42 West Street, Leominster, Herefordshire, HR6 8ES.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

ECHO for Extra Choices in Herefordshire Limited 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.

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the 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.

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 income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

d) Donated services and facilities

Donated professional services and donated facilities are recognised as income 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 by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2024

1. Accounting policies (continued)

d) Donated services and facilities (continued)

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.

e) 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.

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities based on the proportion of staff cost by each activity as follows:

	2024	2023
Raising funds	8.2%	6.2%
Charitable activities	91.8%	93.8%

i) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Fixtures and fittings	3 years straight line
-----------------------	-----------------------

j) Stock

Donated items of stock for resale or distribution are not included in the financial statements until they are sold or distributed because the trustees consider it impractical to be able to assess the amount of donated stocks as there are no systems in place which record these items until they are sold and undertaking a stock take would incur undue cost for the charity which far outweigh the benefits.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2024

1. Accounting policies (continued)

k) Debtors

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

l) 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.

m) Current asset investments

Deposit accounts and other liquid unlisted investments with a maturity date of more than three months from the date of acquisition or opening of the account are deemed to be held for investment and are therefore classified as current asset investments.

n) Creditors

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.

o) Financial instruments

The charitable company 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 recognised at amortised cost using the effective interest method.

p) Pension costs

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

q) Foreign currency transactions

Transactions in foreign currencies are translated at rates prevailing at the date of the transaction. Balances denominated in foreign currencies are translated at the rate of exchange prevailing at the year end.

r) Accounting estimates and key judgements

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

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

There are no key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2024

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	2023 Total £
Income from:			
Donations	11,084	401,854	412,938
Charitable activities	175,827	599,085	774,912
Other trading activities	-	56,032	56,032
Investments	-	3,900	3,900
Total income	186,911	1,060,871	1,247,782
Expenditure on:			
Raising funds	-	52,942	52,942
Charitable activities	208,239	678,816	887,055
Total expenditure	208,239	731,758	939,997
Net expenditure and net movement in funds	(21,328)	329,113	307,785

3. Income from donations

	Restricted £	Unrestricted £	2024 Total £	2023 Total £
Donations	48,771	34,743	83,514	59,561
Legacies	-	-	-	353,377
Total income from donations	48,771	34,743	83,514	412,938

£11,084 of donations in the prior period were restricted.

4. Income from charitable activities

	Restricted £	Unrestricted £	2024 Total £
Grants	100,512	51,000	151,512
Fees for activities	88,373	506,789	595,162
Total income from charitable activities	188,885	557,789	746,674

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2024

4. Income from charitable activities (continued)

Prior period comparative

	Restricted £	Unrestricted £	2023 Total £
Grants	175,827	104,063	279,890
Fees for activities	-	489,576	489,576
Contracts	-	5,446	5,446
Total income from charitable activities	175,827	599,085	774,912

5. Income from other trading activities

	2024 Total £	2023 Total £
Shop, cafe and theatre sales	47,933	56,032

All other trading income in the current and prior period was unrestricted.

6. Government grants

The charitable company received government grant income in the year from Arts Council England. The total value of such grants in the period ending 31 March 2024 was £4,665 (2023: £18,658). There were no unfulfilled conditions or contingencies attaching to these grants in either years.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2024

7. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	2024 Total £
Staff costs (note 9)	45,481	510,780	192,728	748,989
Other staff costs	50	10,397	3,428	13,875
Premises	-	71,476	12,063	83,539
Office	355	16,147	28,538	45,040
Equipment	-	7,879	222	8,101
Fees & charges	154	40,117	3,498	43,769
Trustee expenses	-	-	1,514	1,514
Fundraising expenses	1,317	-	-	1,317
Project costs	1,090	16,650	1,723	19,463
Marketing & promotion	588	2,536	-	3,124
Sub-total	49,035	675,982	243,714	968,731
Allocation of support and governance costs	19,927	223,787	(243,714)	-
Total expenditure	68,962	899,769	-	968,731

Total governance costs were £3,078 (2023: £6,551)

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2024

7. Total expenditure (continued) Prior period comparative

	Raising funds £	Charitable activities £	Support and governance costs £	2023 Total £
Staff costs (note 9)	28,856	433,625	217,354	679,835
Other staff costs	-	9,372	8,708	18,080
Premises	-	52,956	44,081	97,037
Office	109	9,848	31,591	41,548
Equipment	-	4,434	138	4,572
Fees & charges	-	40,978	7,233	48,211
Trustee expenses	-	-	801	801
Fundraising expenses	4,417	-	-	4,417
Project costs	185	44,072	-	44,257
Marketing & promotion	40	-	-	40
Depreciation	-	1,199	-	1,199
Sub-total	33,607	596,484	309,906	939,997
Allocation of support and governance costs	19,335	290,571	(309,906)	-
Total expenditure	52,942	887,055	-	939,997

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2024

8. Net movement in funds

This is stated after charging:

	2024 £	2023 £
Depreciation	-	1,199
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	1,515	801
Auditors' remuneration (excluding VAT):		
▪ Audit	-	5,750
▪ Independent examination	2,000	-

During the year, two trustees (2023: two trustees) had expenses reimbursed relating to postage and stationery, and travel.

9. Staff costs and numbers

Staff costs were as follows:

	2024 £	2023 £
Salaries and wages	691,856	603,768
Social security costs	42,259	39,484
Pension costs	14,874	13,963
Subtotal: staff costs before relief staff	748,989	657,215
Add: relief staff	-	22,620
Total staff costs:	748,989	679,835

Relief staff costs are charged to the activity to which they relate.

No employee earned more than £60,000 during the current or prior year. The key management personnel of the charitable company comprise the Trustees, the Chief Executive Officer and the two Deputy Chief Executive Officers. The total employee benefits of the key management personnel were £110,257 (2023: £98,760).

	2024 No.	2023 No.
Average head count	54	47

10. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2024

11. Tangible fixed assets	Fixtures and fittings £	
Cost		
At 1 April 2023 and 31 March 2024		<u>5,399</u>
Depreciation		
At 1 April 2023 and 31 March 2024		<u>5,399</u>
Net book value		
At 1 April 2023 and 31 March 2024		<u><u>-</u></u>
12. Debtors	2024	2023
	£	£
Trade debtors	58,311	45,726
Prepayments and accrued income	6,422	167,529
Other debtors	3,846	1,249
	<u>68,579</u>	<u>214,504</u>
13. Creditors : amounts due within 1 year	2024	2023
	£	£
Trade creditors	15,418	14,643
Accruals	6,478	7,200
Other taxation and social security	-	10,846
Other creditors	5,315	6,162
	<u>27,211</u>	<u>38,851</u>

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2024

14. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total funds £
Current assets	85,277	50,741	493,856	629,874
Current liabilities	-	-	(27,211)	(27,211)
Net assets at 31 March 2024	85,277	50,741	466,645	602,663

Prior period comparative

	Restricted funds £	Designated funds £	General funds £	Total funds £
Current assets	59,245	30,756	629,489	719,490
Current liabilities	-	-	(38,851)	(38,851)
Net assets at 31 March 2023	59,245	30,756	590,638	680,639

15. Movements in funds

	At 1 April 2023 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2024 £
Restricted funds					
Eveson	22,972	-	(22,972)	-	-
Big Lottery Fund (Inclusive Volunteering)	3,756	-	(20,000)	16,244	-
EF Bulmer	-	6,000	(1,000)	-	5,000
Arts Council	3,049	4,665	(7,714)	-	-
Acheeva Bed	791	-	(791)	-	-
SCREWFIX	647	-	-	-	647
HSBC	2,072	-	-	-	2,072
Rowlands Trust	-	-	-	-	-
Postcode Lottery	-	-	-	-	-
Connexus	-	-	1,000	-	1,000
Good Things Foundation	5,000	-	(2,322)	-	2,678
The D'Oyly Carte Charitable Trust	-	-	-	-	-
WA Cadbury Trust	14,000	-	(13,545)	-	455
Edward Cadbury	-	5,000	(5,000)	-	-
StEP Project (Lottery Fund)	-	54,028	(51,628)	-	2,400
York University 'I'm me'	-	6,353	(3,579)	-	2,774
Mumford Memorial/Ludlow Trust	-	10,000	(4,000)	-	6,000
Oliver Ford Foundation/Macfarlanes	-	5,196	(433)	-	4,763
About Face Restricted	1,293	25,220	(4,606)	-	21,907
Rose Tinted Tags	-	43,176	(33,695)	-	9,481
Friday Lifelinks (Restricted)	232	26,868	(22,486)	-	4,614

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2024

15. Movements in funds (continued)

	At 1 April 2023 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2024 £
Restricted funds (continued)					
Wednesday Lifelinks	-	18,328	(18,328)	-	-
Clever Betsy (Restricted)	12	-	-	-	12
Priory (Restricted)	553	4,541	(3,115)	-	1,979
Eaton Barn (Restricted)	1,683	14,424	(6,296)	-	9,811
Studio Mirai (Restricted)	1,395	456	-	-	1,851
Saxon Hall Café (Restricted)	1,790	-	-	-	1,790
Restricted Radio ECHO	-	6,544	(2,894)	-	3,650
Co-Op Local Community Funding	-	4,410	(4,410)	-	-
Sunday Company	-	2,447	(54)	-	2,393
Total restricted funds	59,245	237,656	(227,868)	16,244	85,277
Unrestricted funds					
<i>Designated funds:</i>					
About Face Theatre Company	-	109,647	(122,443)	12,796	-
Friday Lifelinks supported volunteering	7,202	-	(3,665)	-	3,537
Smart Arts Storytelling project	2,110	9,862	(11,769)	-	203
Clever Betsy Crafts & Retail	-	66,319	(94,521)	28,202	-
Saxon Hall Café	2,473	-	-	-	2,473
Craft projects & activities	13,635	15,864	(10,415)	-	19,084
Sport & Leisure	4,552	41,078	(25,844)	-	19,786
Echo Shop	784	7,993	(6,108)	-	2,669
Activities Online Social and Leisure	-	3,018	(29)	-	2,989
<i>Total designated funds</i>	<i>30,756</i>	<i>253,781</i>	<i>(274,794)</i>	<i>40,998</i>	<i>50,741</i>
General funds	590,638	399,318	(466,069)	(57,242)	466,645
Total unrestricted funds	621,394	653,099	(740,863)	(16,244)	517,386
Total funds	680,639	890,755	(968,731)	-	602,663

Transfers from general funds to designated or restricted funds represent topping up of overspent funds.

Purposes of restricted funds

Eveson

To part-fund the salary and other costs of our Participant involvement office. Her work enables people with learning disabilities to be active members of the board. Our participant involvement work supports disabled people to shape services and help build their confidence. Also contribution to the salary of the Deputy Chief Officer for Social Enterprise to help support and develop these services.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2024

15. Movements in funds (continued)

Purposes of restricted funds (continued)

Big Lottery Fund (Inclusive Volunteering)

Year 5 of a 5 year "Inclusive Volunteering" grant to support the role of volunteer co-ordinator and monitoring officer to recruit volunteers across the county, support existing volunteers and develop training and support.

EF Bulmer

Contribution towards the general running costs of the project including salaries, rent & rates, utilities & housekeeping, materials & supplies, and management charges.

Arts Council

Support for About Face, our theatre company to help the actors and staff develop new skills and confidence post COVID.

Acheeva Bed

To purchase a HI/LOW bed to enable relaxation, subsequent maintenance costs, and additional sensory items for the room.

SCREWFIX

Funding to improve our furniture upcycling project Studio Mirai including the provision of external storage to better manage donations and development of our outdoor space to enable outdoor working.

HSBC

Funding to improve facilities at our Clever Betsy project and refurbishment of the ECHO shop hub.

Rowlands Trust

Funding for technical equipment, IT support and licences.

Postcode Lottery

To support the core costs of co-ordinating our social and leisure activities.

Connexus

To run a pilot project to develop radio ECHO, a participant led online news and music show.

Good Things Foundation

Increase digital capability, including training and infrastructure improvement.

The D'Oyly Carte Charitable Trust

To improve the infrastructure at Eaton Barn including a compost toilet.

WA Cadbury Trust

Support for the About Face Theatre Company.

Edward Cadbury

Funding to support the Clever Betsy project in general.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2024

15. Movements in funds (continued)

Purposes of restricted funds (continued)

StEP Project (Lottery Fund)

The project is a national lottery community fund supported programme. Supporting individuals as volunteers throughout Echo projects and the community to gain work experience and employment opportunities for people with disabilities.

York University 'I'm me'

Works with learning disabled and autistic artists via our theatrical project, About Face, as peer and creative researchers to explore questions of identity, representation and voice.

Mumford Memorial/Ludlow Trust

Has provided funding for our Lifelinks programmes. The include cooking, community activities such as Herefordshire Community Reuse and Recycle. The projects have a wide variety of activities each week.

Oliver Ford Foundation/Macfarlanes

Financial support for generic expenditure at Studio Mirai.

About Face Restricted

Funds raised for the About Face Theatre Company.

Rose Tinted Tags

Funds raised for the Rose Tinted Rags, creative arts project and vintage textile shop.

Friday Lifelinks

Funds raised by the project to support additional materials.

Wednesday Lifelinks

Funds raised by the project to support additional materials.

Clever Betsy

Funds raised by project to support an outing.

Priory

Funds raised to support participants specific activities within the Priory Project.

Eaton Barn

Funding to purchase items of equipment for our Eaton Barn project.

Studio Mirai

Funds raised by the project to support activities.

Saxon Hall Café

Funds raised by the project to support activities.

Restricted Radio ECHO

Funds raised by the project to support activities.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2024

15. Movements in funds (continued)

Purposes of restricted funds (continued)

Co-Op Local Community Funding

These are funds donated to activities/projects throughout the whole of ECHO.

Sunday Company

Funds raised to support the project activities.

Purposes of designated funds

About Face Theatre Company

The theatre company works with actors with learning disabilities delivering high quality theatre to festivals, community halls and other venues.

Friday Lifelinks

Providing voluntary community support, doing shopping for older or housebound people, arts and craft activities, and cooking and eating together. They are active fundraisers, hosting coffee mornings and market stalls to raise money for their project and ECHO.

Smart Arts Storytelling project

A storytelling group helping to develop imagination and memory. Discovering hidden talent through song, signing, music and art.

Clever Betsy Crafts & Retail

Making and selling a range of crafts from cards to rugs. The group learn a variety of skills in craft making and sort donated goods to sell in the retail shop. Learning to serve customers.

Saxon Hall Café

Formerly based Saxon Hall, this group has become a cookery club teaching participants new culinary skills and promoting healthy balanced diets.

Craft projects & activities

Offering various craft opportunities to adults with learning disabilities based across Hereford and Leominster, including weaving, and developing craft skills with materials.

Sport & Leisure

Supporting a range of sport and leisure activities for adults with learning disabilities, football, tennis, yoga, and club nights.

Echo Shop

Supporting a range of sport and leisure activities for adults with learning disabilities, football, tennis, yoga, and club nights.

Activities Online Social and Leisure

Activities held online such as Quiz nights, Women's evening, and house party.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2024

15. Movements in funds (continued)

Prior period comparative

	At 1 April 2022 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2023 £
Restricted funds					
Eveson	9,314	25,000	(11,342)	-	22,972
Big Lottery Fund (Inclusive Volunteering)	4,911	76,902	(78,057)	-	3,756
EF Bulmer	-	7,500	(7,500)	-	-
Arts Council	22,246	18,658	(37,855)	-	3,049
Edward Gosling Foundation	-	10,000	(10,000)	-	-
Acheeva Bed	1,991	-	(1,200)	-	791
SCREWFIX	2,582	-	(1,935)	-	647
HSBC	4,752	-	(2,680)	-	2,072
Tackling Inequalities Fund	4,502	-	(4,502)	-	-
Postcode Lottery	15,988	-	(15,988)	-	-
Connexus	2,943	2,156	(5,099)	-	-
Good Things Foundation	-	5,000	-	-	5,000
The D'Oyly Carte Charitable Trust	-	6,000	(6,000)	-	-
WA Cadbury Trust	-	20,000	(6,000)	-	14,000
About Face Restricted	-	4,032	(2,739)	-	1,293
Friday Lifelinks (Restricted)	232	200	(200)	-	232
Clever Betsy (Restricted)	288	-	(276)	-	12
Priory (Restricted)	1,000	3,000	(3,447)	-	553
Eaton Barn (Restricted)	7,700	6,213	(12,230)	-	1,683
Studio Mirai (Restricted)	-	2,000	(605)	-	1,395
Saxon Hall Café (Restricted)	2,124	-	(334)	-	1,790
ECHO Shop (Restricted)	-	250	(250)	-	-
Total restricted funds	80,573	186,911	(208,239)	-	59,245
Unrestricted funds					
<i>Designated funds:</i>					
About Face Theatre Company	(16)	85,001	(88,134)	3,149	-
Wednesday Lifelinks supported volunteering	499	22,479	(23,443)	465	-
Friday Lifelinks supported volunteering	494	28,481	(21,773)	-	7,202
Smart Arts Storytelling project	501	11,637	(10,028)	-	2,110
Clever Betsy Crafts & Retail	1,000	58,277	(66,121)	6,844	-
Saxon Hall Café	811	8,085	(6,423)	-	2,473
Craft projects & activities	3,518	61,100	(50,983)	-	13,635
Sport & Leisure	41	16,947	(12,436)	-	4,552
Echo Shop	-	11,543	(10,759)	-	784
Total designated funds	6,848	303,550	(290,100)	10,458	30,756

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2024

15. Movements in funds (continued)

Prior period comparative (continued)

	At 1 April 2022 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2023 £
<i>Total designated funds</i>	<u>6,848</u>	<u>303,550</u>	<u>(290,100)</u>	<u>10,458</u>	<u>30,756</u>
General funds	<u>285,433</u>	<u>757,321</u>	<u>(441,658)</u>	<u>(10,458)</u>	<u>590,638</u>
Total unrestricted funds	<u>292,281</u>	<u>1,060,871</u>	<u>(731,758)</u>	<u>-</u>	<u>621,394</u>
Total funds	<u><u>372,854</u></u>	<u><u>1,247,782</u></u>	<u><u>(939,997)</u></u>	<u><u>-</u></u>	<u><u>680,639</u></u>

16. Operating lease commitments

The charity had operating leases at the year end with total future minimum lease payments as follows:

	2024 £	2023 £
Amount falling due:		
Within 1 year	-	36,087
Within 1 - 5 years	<u>-</u>	<u>10,462</u>
	<u><u>-</u></u>	<u><u>46,549</u></u>

17. Related party transactions

There were no related party transactions during the current or prior year.

ECHO for Extra Choices in Herefordshire Limited

England & Wales - Charity number 1096449

Accounts

Company no. 04475254
Charity no. 1096449

**ECHO for Extra Choices in
Herefordshire Limited**

Report and Audited Financial Statements

31 March 2023

ECHO for Extra Choices in Herefordshire Limited

Reference and administrative details

For the year ended 31 March 2023

Company number	04475254
Charity number	1096449
Registered office and operational address	40-42 West Street Leominster Herefordshire HR6 8ES
Secretary	Mike Cook
Trustees	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows: Caroline Arthur Chair Christopher Blum John Bradford Beverley Davies Jeremy Gray Appointed 9 December 2022 Amanda Hamblin Joy House Matthew Jones Janet Smith Resigned 1 July 2022 Jason Stuchbery Blaise White Treasurer
Chief executive officer	Mike Cook
Bankers	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
Auditors	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2023

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of ECHO for Extra Choices in Herefordshire Limited (the company) for the year ended 31 March 2023.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

Objectives and activities

Purposes and aims

Our charity's purposes as set out in the objects contained in the company's memorandum of association are:

- To advance education of persons resident in the County of Herefordshire and the immediate neighbourhood thereof, in particular (but without prejudice to the generality of the foregoing) by:
 - Enabling adults with learning or physical disabilities or mental health difficulties to attend ordinary educational activities;
 - Organising special mixed ability courses for the benefit of adults with learning or physical disabilities or mental health difficulties;
 - Organising specialist educational or training opportunities for the benefit of adults with learning or physical disabilities or mental health difficulties;
- To provide or assist in the provision of facilities for recreation or other leisure time occupation in the interests of social welfare with the object of improving the conditions of life for all persons with learning or physical disability or mental health difficulties; and
- To support adults with learning and physical disabilities or mental health difficulties to access leisure, volunteering and employment opportunities with the object of improving the conditions of their lives and increasing their opportunities for inclusion in the community.

We want to make a positive difference to the lives of people with disabilities in Herefordshire, supporting them to both feel and be valued members of the community. Our aims fully reflect the purposes that the charity was set up to further.

Ensuring our work delivers our aims

We review our aims, objectives and activities regularly. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aims, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

The focus of our work

ECHO is a forward thinking organisation that promotes and delivers services for disabled people in Herefordshire and surrounding areas.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2023

We have a vision of a society where all people with disabilities are heard, valued, respected and supported to make choices and flourish. To achieve this we have created 6 strategic aims:

Choice: To support our participants to be happy & healthy with a variety of stimulating choices. Everyone has the right to make decisions on the topics that affect them and it should be the same for people with disabilities.

Support: To give the right support and encouragement to build confidence and teach skills that enrich our participants' lives. Everyone is unique and needs support in different areas of their lives. With the right support everyone can work towards meeting their potential.

Community: To support people to have a good social life, to help them keep in touch with friends and get involved in the community. One thing that COVID restrictions highlighted was the importance of community and to our participants the ECHO community. Regardless of ability everyone adds something to the community experience and society is stronger where this is supported and encouraged.

Involvement: To give the time, respect and support needed for our participants to be involved in the planning, decision making and the running of ECHO. It would be very easy for ECHO staff and the organisation to make decisions about services and activities, but to do so in isolation would be to miss the opportunity to gain great insights and ideas from those we support. This is why ECHO prides itself on helping everyone to be involved in the decision making.

Quality: To provide high quality services that are integrated, visible and have value to the community. ECHO is proud of the quality of services that we provide. This has been recognised by our achieving the Trusted Charity Level 2 standard.

Collaboration: To build connections with other organisations and support our participants to join their activities, giving them more opportunities. ECHO can't work successfully in isolation and collaboration with other organisations means better services for people, a stronger sector and a maximising of limited resources.

How our activities deliver public benefit

Our main activities and whom we try to help are described below. All our charitable activities focus on improving the lives of disabled people in Herefordshire and are undertaken to further our charitable purposes for the public benefit.

Who used and benefited from our services?

Our objects and funding allow us to provide services to residents in Herefordshire and the surrounding area. We currently have 82 members and 149 people attending our day services. In addition approximately 100 other people access our services on an ad hoc basis. The majority of those who access our day services are funded via Council's Adult Social Care services either through commissioned service or direct payments. A much smaller group fund their place from their own income or purchase additional services above what the Council support. Leisure and social activities are charged on attendance and fees are set to keep them accessible to those with modest income.

Equal access to our services is an important issue for us. We monitor use of our services by gender, disability, ethnicity and sexual orientation. We believe equal access to our services is vital to our success and that successful outcomes must be shared by all communities that use our services.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2023

The main areas of our charitable activity and services are separated into three areas:

Day services

Contractual services are those where people are receiving a regular service and have a contract in place. These services are funded through personal budgets, social care spot purchases and self funders.

They continue to be the main area of our business and we run activities 5 days a week. 149 people currently attend our day services, which is the major source of our funding. In total, we provided over 59,000 hours of service during the year. Our contractual services are supported by 48 staff and 116 active volunteers, of whom 62 are supported volunteers. All our day services aim to support participants to learn new skills, grow in self-confidence and be seen to be actively contributing to the local community.

Community connections

Community connections support individuals to play an active part in their local area; make friends; get involved and positively contribute to local community life. By giving back to their community our participants feel valued and grow in confidence.

Leisure and social activities

Leisure, social and other activities are drop in, pay as you go activities, which we support from fees, organisational funds or small grants. Our leisure and social activities are wide ranging, run at a variety of times and priced competitively. Through taking part, participants can improve their mental and physical well-being, build friendships and access community activities.

Volunteer recruitment and support

Volunteers are a vital part of our organisation. Without them, we would not be able to deliver the range and quality of services that we do. Volunteers allow us to work more flexibly, and bring a depth of experiences and backgrounds, which enrich our organisation.

Volunteering benefits everyone. Our participants get to work with a variety of individuals and widen their horizons through the experience and knowledge our volunteers bring. Volunteers working with ECHO have the opportunity to build their own skills and experience and support others, which can help prepare them for employment or other opportunities.

Our Inclusive Volunteering Project funded by the National Lottery Community Fund project aims to encourage volunteering from individuals who may have additional support needs. We encourage our own participants to volunteer within ECHO and are also working with partners to provide outside of the organisation. Incorporating volunteers with their own support needs is not always easy, but we believe that it is both the right thing to do and, with the correct support, something that can be beneficial to organisations, individuals and community.

Participant involvement

ECHO believes that disabled people should be able to play an active part in decisions that affect their lives. We therefore have a strong commitment to participant involvement in all aspects of our work.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2023

This commitment is demonstrated throughout the organisation:

- We encourage everyone who accesses our services to become members of ECHO. This gives them rights to vote at our AGM on issues relating to ECHO's management and to determine the make-up of our Trustee Board.
- We ensure that participants are represented on our Trustee Board. Currently 44% of our Board are Participant Trustees. Full board members, they have the same organisational and legal responsibilities as other trustees. Every week there is a Trustee support meeting for Participant Trustees to give them the time and space they need to fulfil their roles.
- Our Rep group meets weekly to discuss the work of ECHO and wider issues of national and local interest. The Rep group helps provide a sounding board for new ideas and projects as well as letting us know what they think it is important for ECHO to be aware of.
- Participants are involved in the planning of the activities that they attend to make sure they are enjoyable and relevant. We also ensure that participants are a key part of the process of evaluating all our activities.
- We also support our service users to take part in other meetings and consultations both in Herefordshire and further afield where issues may affect them.

Financial review

Principal funding sources

The principal funding sources for the charity are currently grants income (£279,890) and fees income in the form of Commissioned funding from Herefordshire Council, Direct Payments and individual self-funders (£489,576).

This year we were humbled to receive a legacy from Janet Smart, a long-time supporter of ECHO's services, of £353,377. We are currently reviewing the impact and implications of this gift for ECHO going forward.

ECHO has continued its efforts to diversify income, developing and implementing a fundraising strategy.

Investment policy

ECHO has invested £85,000 of its cash assets to provide income for expenditure on our charitable objectives. The trustees are governed by the memorandum, amended on 10 December 2021, which sets out a general power of investment (section 4(h)). ECHO's assets are invested in short to medium term deposit accounts.

ECHO seeks to produce the best financial return within an acceptable level of risk. ECHO's investment objective is to maximise investment income for expenditure on its running costs.

No single deposit will exceed the value covered by the Financial Services Compensation Scheme to mitigate risk and protect the investment. The value and income generated from investments is monitored by the finance officer and reviewed annually by the finance subcommittee of the Board of Trustees.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2023

Reserves policy

The Trustees have examined the charity's requirements for reserves in light of the main risks to the organisation. The Trustees believe ECHO needs reserves to cover setbacks in funding or cash flow due to:

- a) Reliance on short term grant funding;
- b) The uncertainty created by the move to personalized budgets whereby individuals can choose to stop purchasing services at short notice; and also
- c) To reduce the impact of risks from the external environment.

In considering the appropriate level of reserves the Trustees took into account:

- 1) an analysis of existing funds;
- 2) a review of future income streams with an assessment of their reliability;
- 3) a review of committed expenditure and how far this is controllable; and
- 4) an assessment of the risks facing the charity, and how likely these are to materialise.

In the light of the above, our target level of reserves is £297,700 This is the amount needed to meet 6 months' core salaries and running costs plus non-cancellable debt.

Free reserves stand at £590,638 (2022: £285,433), calculated as the unrestricted funds, less the designated funds and the tangible fixed assets. This is above the current target level, mostly due to the legacy received later in the year. The Trustees are committed to reviewing reserve levels alongside the budget for 2023/24 to ensure that they are held at an appropriate level to meet future commitments and that any in excess of that is used to develop the organisation and services.

Going Concern Basis of Accounting

The Trustees have considered the impact of this issue on the charity's current and future financial position. The charity holds unrestricted general reserves of £590,638 designated reserves of £30,756 that can be drawn down as necessary. Cash balances at 31 March 2023 are £504,986.

The Trustees have considered the impact of this issue on the charity's current and future financial position. The charity holds unrestricted general reserves of £590,638 and designated reserves of £30,756 that can be drawn down as necessary. Cash balances at 31 March 2023 are £419,986 and investment cash balance with notice periods £85,000.

The trustees consider that the charity has sufficient unrestricted reserves and cash flow to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved. For this reason, the accounts have been prepared on the going concern basis.

Plans for future periods

ECHO has developed a new strategic plan for the period 2023 to 2026. This plan builds upon the previous plan but adds the priority area of Healthy Bodies and Healthy Minds and a focus on joining communities.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2023

Our new aims are:

- Real choice;
- Quality in all we do;
- Support to grow and thrive;
- Joining communities;
- Led by participants;
- Valuing people; and
- Healthy body and mind.

Following COVID we would now like to strengthen, restore and grow our links with the community. ECHO is proud of our participants and the services we run and so would like to show the community what we can offer. This will be done by going out into the community and bringing people into our activities to see first-hand what we do.

We have seen a significant increase in the cost of living in the last 12 months and expect this to continue in 2023/24. We will therefore have to work harder to recover these costs through our activities.

We will also review our property portfolio as we have leases that expire and potential changes in landlords or agreements to review. We will look to see whether there are alternative properties that meet operational priorities but at a more cost effective price.

Structure, governance and management

Governing document

The organisation is a charitable company limited by guarantee. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

Recruitment and appointment of board of trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. ECHO is required to have a minimum of 3 and a maximum of 15 Trustees. Trustees are elected at the Annual General Meeting. One third of the Trustees retire each year. The Trustees to retire each year are those who have been Trustees the longest (since their last election). If a Trustee retires by rotation, they may be put forward for re-election.

All Trustees must be members of ECHO. A member may be appointed Trustee if they are an existing Trustee retiring by rotation; or they are recommended by the other Trustees; or they are nominated in writing by another member. The nomination must be sent to ECHO not less than 14 days, nor more than 35 days before the date of the meeting. The nominated Trustee must also sign to say they are willing to be elected.

The Board seeks to ensure that the participant group is appropriately reflected in the diversity of the Trustee body. The Board actively encourages its participants to consider standing for election and provides a range of advocacy support to meet the needs of individuals putting themselves forward.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2023

Trustee induction and training

All Trustees are given a full induction pack outlining their roles and responsibilities as Trustees and Directors of the company. All Trustees are offered the opportunity to attend external trustee training sessions. Appropriate additional support is provided to beneficiary Trustees or any other Trustees with additional support needs. Feedback from new Trustees about their induction has been very positive.

Risk management

The Trustees have conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces.

Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, beneficiaries and visitors. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Organisational structure

ECHO has a Board of Trustees who meet at least every 3 months and are responsible for the strategic direction and policy of the charity. At present, the Board has ten members from a variety of backgrounds relevant to the work of the charity. The Chief Officer / Company Secretary also sits on the Committee but has no voting rights. There are currently 4 sub-groups of the board (Finance, HR, Fundraising and Marketing, and Quality). All have their own terms of reference and delegated powers.

Day to day responsibility for the running of the charity and its services rests with the Chief Officer and the staff team. The Chief Officer is responsible for ensuring that the charity delivers the services specified and that key outcomes are met.

Quality assurance

ECHO undertook reassessment for the Trusted Charity Mark in 2020 and was pleased to be awarded the highest level 2 award.

Statement of responsibilities of the trustees

The trustees (who are also directors of the charity 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, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2023

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £10 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Auditors

Godfrey Wilson Limited were appointed as auditors to the charitable company during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 20 October 2023 and signed on their behalf by

Blaise White

Blaise White - Treasurer

Independent auditors' report

To the members of

ECHO for Extra Choices in Herefordshire Limited

Opinion

We have audited the financial statements of ECHO for Extra Choices in Herefordshire Limited (the 'charity') for the year ended 31 March 2023 which comprise the statement of financial activities, balance sheet, statement of cashflows and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Independent auditors' report

To the members of

ECHO for Extra Choices in Herefordshire Limited

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report. We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Other matter

The financial statements for the year ended 31 March 2022 were not audited as the charity was below the statutory audit threshold.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement set out in the trustees' report, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Independent auditors' report

To the members of

ECHO for Extra Choices in Herefordshire Limited

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The procedures we carried out and the extent to which they are capable of detecting irregularities, including fraud, are detailed below:

(1) We obtained an understanding of the legal and regulatory framework that the charity operates in, and assessed the risk of non-compliance with applicable laws and regulations. Throughout the audit, we remained alert to possible indications of non-compliance.

(2) We reviewed the charity's policies and procedures in relation to:

- Identifying, evaluating and complying with laws and regulations, and whether they were aware of any instances of non-compliance;
- Detecting and responding to the risk of fraud, and whether they were aware of any actual, suspected or alleged fraud; and
- Designing and implementing internal controls to mitigate the risk of non-compliance with laws and regulations, including fraud.

(3) We inspected the minutes of trustee meetings.

(4) We enquired about any non-routine communication with regulators and reviewed any reports made to them.

(5) We reviewed the financial statement disclosures and assessed their compliance with applicable laws and regulations.

(6) We performed analytical procedures to identify any unusual or unexpected transactions or balances that may indicate a risk of material fraud or error.

(7) We assessed the risk of fraud through management override of controls and carried out procedures to address this risk. Our procedures included:

- Testing the appropriateness of journal entries;
- Assessing judgements and accounting estimates for potential bias;
- Reviewing related party transactions; and
- Testing transactions that are unusual or outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. Irregularities that arise due to fraud can be even harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

Independent auditors' report

To the members of

ECHO for Extra Choices in Herefordshire Limited

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Alison Godfrey

Date: 20 October 2023

Alison Godfrey FCA
(Senior Statutory Auditor)

For and on behalf of:
GODFREY WILSON LIMITED
Chartered accountants and statutory auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

ECHO for Extra Choices in Herefordshire Limited

Statement of financial activities (incorporating an income and expenditure account)

For the year ended 31 March 2023

	Note	Restricted £	Unrestricted £	2023 Total £	Restated 2022 Total £
Income from:					
Donations	3	11,084	401,854	412,938	47,371
Charitable activities	4	175,827	599,085	774,912	724,058
Other trading activities	5	-	56,032	56,032	37,497
Investments		-	3,900	3,900	2,512
Total income		<u>186,911</u>	<u>1,060,871</u>	<u>1,247,782</u>	<u>811,438</u>
Expenditure on:					
Raising funds		-	52,942	52,942	53,280
Charitable activities		<u>208,239</u>	<u>678,816</u>	<u>887,055</u>	<u>808,459</u>
Total expenditure	7	<u>208,239</u>	<u>731,758</u>	<u>939,997</u>	<u>861,739</u>
Net income / (expenditure) and net movement in funds	8	(21,328)	329,113	307,785	(50,301)
Reconciliation of funds:					
Total funds brought forward		<u>80,573</u>	<u>292,281</u>	<u>372,854</u>	<u>423,155</u>
Total funds carried forward		<u><u>59,245</u></u>	<u><u>621,394</u></u>	<u><u>680,639</u></u>	<u><u>372,854</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 15 to the accounts.

Prior period expenditure has been reclassified to better reflect the activities of the charity. The restatements are purely reclassifications of expenditure and do not affect net income.

ECHO for Extra Choices in Herefordshire Limited

Balance sheet

As at 31 March 2023

	Note	£	2023 £	2022 £
Fixed assets				
Tangible assets	11		-	1,199
Current assets				
Debtors	12	214,504		44,567
Current asset investments		85,000		145,000
Cash at bank and in hand		419,986		217,667
		719,490		407,234
Liabilities				
Creditors: amounts falling due within 1 year	13	(38,851)		(35,579)
Net current assets			680,639	371,655
Net assets	14		680,639	372,854
Funds	15			
Restricted funds			59,245	80,573
Unrestricted funds				
Designated funds			30,756	6,848
General funds			590,638	285,433
Total charity funds			680,639	372,854

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

Approved by the trustees on 20 October 2023 and signed on their behalf by

Blaise White

Blaise White - Treasurer

ECHO for Extra Choices in Herefordshire Limited

Statement of cash flows

For the year ended 31 March 2023

	2023 £	2022 £
Cash used in operating activities:		
Net movement in funds	307,785	(50,301)
<i>Adjustments for:</i>		
Depreciation charges	1,199	1,800
Dividends, interest and rents from investments	(3,900)	(2,512)
(Increase) / decrease in debtors	(169,937)	3,574
Increase in creditors	3,272	2,996
Net cash provided by / (used in) operating activities	138,419	(44,443)
Cash flows from investing activities:		
Dividends, interest and rents from investments	3,900	2,512
Increase / (decrease) in cash and cash equivalents in the year	142,319	(41,931)
Cash and cash equivalents at the beginning of the year	362,667	404,598
Cash and cash equivalents at the end of the year	504,986	362,667
Represented by:	2023 £	2022 £
Current asset investments	85,000	145,000
Cash at bank and in hand	419,986	217,667
	504,986	362,667

The charity has not provided an analysis of changes in net debt as it does not have any long term financing arrangements.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2023

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

ECHO for Extra Choices in Herefordshire Limited 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.

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the 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.

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 income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2023

1. Accounting policies (continued)

d) Donated services and facilities

Donated professional services and donated facilities are recognised as income 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 by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

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.

e) 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.

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities based on the proportion of staff cost by each activity as follows:

	2023	2022
Raising funds	6.2%	7.0%
Charitable activities	93.8%	93.0%

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2023

1. Accounting policies (continued)

i) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Fixtures and fittings	3 years straight line
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j) Stock

Donated items of stock for resale or distribution are not included in the financial statements until they are sold or distributed because the trustees consider it impractical to be able to assess the amount of donated stocks as there are no systems in place which record these items until they are sold and undertaking a stock take would incur undue cost for the charity which far outweigh the benefits.

k) Debtors

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

l) 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.

m) Current asset investments

Deposit accounts and other liquid unlisted investments with a maturity date of more than three months from the date of acquisition or opening of the account are deemed to be held for investment and are therefore classified as current asset investments.

n) Creditors

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.

o) Financial instruments

The charitable company 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 recognised at amortised cost using the effective interest method.

p) Pension costs

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

q) Foreign currency transactions

Transactions in foreign currencies are translated at rates prevailing at the date of the transaction. Balances denominated in foreign currencies are translated at the rate of exchange prevailing at the year end.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2023

1. Accounting policies (continued)

r) Accounting estimates and key judgements

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

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

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are described below.

Depreciation

As described in note 1i to the financial statements, depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life.

2. Prior period comparatives: statement of financial activities

	Restricted	Unrestricted	Restated 2022 Total
	£	£	£
Income from:			
Donations	5,083	42,288	47,371
Charitable activities	155,915	568,143	724,058
Other trading activities	-	37,497	37,497
Investments	-	2,512	2,512
Total income	160,998	650,440	811,438
Expenditure on:			
Raising funds	-	53,280	53,280
Charitable activities	141,309	667,150	808,459
Total expenditure	141,309	720,430	861,739
Net expenditure and net movement in funds	19,689	(69,990)	(50,301)

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2023

3. Income from donations

	Restricted £	Unrestricted £	2023 Total £	2022 Total £
Donations	11,084	48,477	59,561	46,547
Legacies	-	353,377	353,377	-
Coronavirus Job Retention Scheme	-	-	-	824
Total income from donations	11,084	401,854	412,938	47,371

£5,083 of donations in the prior period were restricted.

4. Income from charitable activities

	Restricted £	Unrestricted £	2023 Total £
Grants	175,827	104,063	279,890
Fees for activities	-	489,576	489,576
Contracts	-	5,446	5,446
Total income from charitable activities	175,827	599,085	774,912

Prior period comparative

	Restricted £	Unrestricted £	2022 Total £
Grants	155,616	54,652	210,268
Fees for activities	-	489,405	489,405
Other income	299	19,069	19,368
Contracts	-	5,017	5,017
Total income from charitable activities	155,915	568,143	724,058

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2023

5. Income from other trading activities

	Restricted £	Unrestricted £	2023 Total £
Shop, cafe and theatre sales	-	56,032	56,032

Prior period comparative

	Restricted £	Unrestricted £	2022 Total £
Shop, cafe and theatre sales	-	37,497	37,497

6. Government grants

The charitable company received government grant income in the year from Arts Council England. The total value of such grants in the period ending 31 March 2023 was £18,658 (2022: £24,146). There were no unfulfilled conditions or contingencies attaching to these grants in either years.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2023

7. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	2023 Total £
Staff costs (note 9)	28,856	433,625	217,354	679,835
Other staff costs	-	9,372	8,708	18,080
Premises	-	52,956	44,081	97,037
Office	109	9,848	31,591	41,548
Equipment	-	4,434	138	4,572
Fees & charges	-	40,978	7,233	48,211
Trustee Expenses	-	-	801	801
Fundraising expenses	4,417	-	-	4,417
Project costs	185	44,072	-	44,257
Marketing & promotion	40	-	-	40
Depreciation	-	1,199	-	1,199
Sub-total	33,607	596,484	309,906	939,997
Allocation of support and governance costs	19,335	290,571	(309,906)	-
Total expenditure	52,942	887,055	-	939,997

Total governance costs were £6,551 (2022: £2,202)

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2023

7. Total expenditure Prior period comparative

	Raising funds £	Charitable activities £	Support and governance costs £	Restated 2022 Total £
Staff costs (note 9)	31,473	416,187	197,402	645,062
Other staff costs	60	7,944	6,177	14,181
Premises	-	48,789	34,535	83,324
Office	379	10,861	28,649	39,889
Equipment	-	1,907	-	1,907
Fees & charges	-	36,626	2,994	39,620
Trustee Expenses	-	-	502	502
Fundraising expenses	1,138	-	-	1,138
Project costs	216	30,779	2,483	33,478
Marketing & promotion	838	-	-	838
Depreciation	-	1,800	-	1,800
Sub-total	34,104	554,893	272,742	861,739
Allocation of support and governance costs	19,176	253,566	(272,742)	-
Total expenditure	53,280	808,459	-	861,739

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2023

8. Net movement in funds

This is stated after charging:

	2023 £	2022 £
Depreciation	1,199	1,800
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	801	502
Auditors' remuneration (excluding VAT):		
▪ Audit	5,750	-
▪ Independent examination	-	1,700

During the year, two trustees (2022: three trustees) had expenses reimbursed relating to postage and stationary and travel.

9. Staff costs and numbers

Staff costs were as follows:

	2023 £	2022 £
Salaries and wages	603,768	544,215
Social security costs	39,484	31,046
Pension costs	13,963	15,019
Subtotal: staff costs before relief staff	657,215	590,280
<i>Add: relief staff</i>	22,620	54,782
Total staff costs:	679,835	645,062

Relief staff costs are charged to the activity to which they relate.

No employee earned more than £60,000 during the current or prior year. The key management personnel of the charitable company comprise the Trustees, the Chief Executive Officer and the two Deputy Chief Executive Officers. The total employee benefits of the key management personnel were £98,760 (2022: £43,633). In the prior year, key management personnel comprised of the Trustees and the Chief Executive Officer only.

	2023 No.	2022 No.
Average head count	47	47

10. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2023

11. Tangible fixed assets		Fixtures and fittings £
Cost		
At 1 April 2022 and 31 March 2023		<u>5,399</u>
Depreciation		
At 1 April 2022		4,200
Charge for the year		<u>1,199</u>
At 31 March 2023		<u>5,399</u>
Net book value		
At 31 March 2023		<u><u>-</u></u>
At 31 March 2022		<u><u>1,199</u></u>
12. Debtors		
	2023 £	2022 £
Trade debtors	45,726	33,305
Prepayments and accrued income	167,529	11,262
Other debtors	<u>1,249</u>	<u>-</u>
	<u>214,504</u>	<u>44,567</u>
13. Creditors : amounts due within 1 year		
	2023 £	2022 £
Trade creditors	14,643	19,745
Accruals	7,200	13,410
Other taxation and social security	10,846	-
Other creditors	<u>6,162</u>	<u>2,424</u>
	<u>38,851</u>	<u>35,579</u>

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2023

14. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	-	-
Current assets	59,245	30,756	629,489	719,490
Current liabilities	-	-	(38,851)	(38,851)
Net assets at 31 March 2023	<u>59,245</u>	<u>30,756</u>	<u>590,638</u>	<u>680,639</u>
Prior period comparative				
	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	1,199	-	-	1,199
Current assets	79,374	6,848	321,012	407,234
Current liabilities	-	-	(35,579)	(35,579)
Net assets at 31 March 2022	<u>80,573</u>	<u>6,848</u>	<u>285,433</u>	<u>372,854</u>

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2023

15. Movements in funds

	At 1 April 2022 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2023 £
Restricted funds					
Eveson	9,314	25,000	(11,342)	-	22,972
Big Lottery Fund (Inclusive Volunteering)	4,911	76,902	(78,057)	-	3,756
EF Bulmer	-	7,500	(7,500)	-	-
Arts Council	22,246	18,658	(37,855)	-	3,049
Edward Gosling Foundation	-	10,000	(10,000)	-	-
Acheeva Bed	1,991	-	(1,200)	-	791
SCREWFIX	2,582	-	(1,935)	-	647
HSBC	4,752	-	(2,680)	-	2,072
Tackling Inequalities Fund	4,502	-	(4,502)	-	-
Postcode Lottery	15,988	-	(15,988)	-	-
Connexus	2,943	2,156	(5,099)	-	-
Good Things Foundation	-	5,000	-	-	5,000
The D'Oyly Carte Charitable Trust	-	6,000	(6,000)	-	-
WA Cadbury Trust	-	20,000	(6,000)	-	14,000
About Face Restricted	-	4,032	(2,739)	-	1,293
Friday Life Links (Restricted)	232	200	(200)	-	232
Clever Betsy (Restricted)	288	-	(276)	-	12
Priory (Restricted)	1,000	3,000	(3,447)	-	553
Eaton Barn (Restricted)	7,700	6,213	(12,230)	-	1,683
Studio Mirai (Restricted)	-	2,000	(605)	-	1,395
Saxon Hall Café (Restricted)	2,124	-	(334)	-	1,790
ECHO Shop (Restricted)	-	250	(250)	-	-
Total restricted funds	80,573	186,911	(208,239)	-	59,245
Unrestricted funds					
<i>Designated funds:</i>					
About Face Theatre Company	(16)	85,001	(88,134)	3,149	-
Wednesday Lifelinks supported volunteering	499	22,479	(23,443)	465	-
Friday Lifelinks supported volunteering	494	28,481	(21,773)	-	7,202
Smart Arts Storytelling project	501	11,637	(10,028)	-	2,110
Clever Betsy Crafts & Retail	1,000	58,277	(66,121)	6,844	-
Saxon Hall Café	811	8,085	(6,423)	-	2,473
Craft projects & activities	3,518	61,100	(50,983)	-	13,635
Sport & Leisure	41	16,947	(12,436)	-	4,552
Echo Shop	-	11,543	(10,759)	-	784
<i>Total designated funds</i>	6,848	303,550	(290,100)	10,458	30,756

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2023

15. Movements in funds (continued)

	At 1 April 2022 £	Income £	Expenditure £	Transfers between £	At 31 March 2023 £
<i>Total designated funds</i>	<u>6,848</u>	<u>303,550</u>	<u>(290,100)</u>	<u>10,458</u>	<u>30,756</u>
General funds	<u>285,433</u>	<u>757,321</u>	<u>(441,658)</u>	<u>(10,458)</u>	<u>590,638</u>
Total unrestricted funds	<u>292,281</u>	<u>1,060,871</u>	<u>(731,758)</u>	<u>-</u>	<u>621,394</u>
Total funds	<u>372,854</u>	<u>1,247,782</u>	<u>(939,997)</u>	<u>-</u>	<u>680,639</u>

Transfers between funds represent the transfer of designated amounts between projects.

Purposes of restricted funds

Eveson

To part fund the salary and other costs of our Participant involvement office. Her work enables people with learning disabilities to be active members of the board. Our participant involvement work supports disabled people to shape services and help build their confidence. Also contribution to the salary of the Deputy Chief Officer for Social Enterprise to help support and develop these services.

Big Lottery Fund (Inclusive Volunteering)

Year 5 of a 5 year "Inclusive Volunteering" grant to support the role of volunteer co-ordinator and monitoring officer to recruit volunteers across the county, support existing volunteers and develop training and support.

EF Bulmer

Contribution towards the general running costs of the project including salaries, rent & rates, utilities & housekeeping, materials & supplies, and management charges.

Arts Council

Support for About Face, our theatre company to help the actors and staff develop new skills and confidence post COVID.

Edward Gosling Foundation

Support for provision of day opportunities, skills training and social and leisure activities to adults with learning disabilities in Herefordshire, and the care and support provided to enable them to live full and happy lives within their community.

Acheeva Bed

To raise and spend money on a HI/LOW bed to enable relaxation; and additional sensory items for the room. Bed fully depreciated by 31 March 2023.

SCREWFIX

Funding to improve our furniture upcycling project Studio Mirai including the provision of external storage to better manage donations and development of our outdoor space to enable outdoor working.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2023

15. Movements in funds (continued)

Purposes of restricted funds (continued)

HSBC

Funding to improve facilities at our Clever Betsy project and refurbishment of the ECHO shop hub.

Tackling Inequalities Fund

Funding to support our existing sporting activities; to visit and deliver activities to residents at a local residential home; to run a taster day for playing bowls for participants; to deliver a 'Come and Try' sports day for anyone with a disability in the county; to run an 8-week tennis coaching course for participants.

Postcode Lottery

To support the core costs of co-ordinating our social and leisure activities.

Connexus

To run a pilot project to develop radio ECHO, a participant led online news and music show.

Good Things Foundation

Increase digital capability, including training and infrastructure improvement.

The D'Oyly Carte Charitable Trust

To improve the infrastructure at Eaton Barn including a compost toilet.

WA Cadbury Trust

Support for the About Face Theatre Company.

About Face Restricted

Funds raised for the About Face Theatre Company.

Friday Life Links (Restricted)

Funds raised by the project to support additional materials.

Clever Betsy (Restricted)

Funds raised by project to support an outing.

Priory (Restricted)

Funds raised to support participants specific activities within the Priory Project.

Eaton Barn

Funding to purchase items of equipment for our Eaton Barn project.

Studio Mirai

Funds raised by the project to support activities.

Saxon Hall Café

Funds raised by the project to support activities.

ECHO Shop (Restricted)

ECHO's retail shop where we sell donated items and crafts we make. Participants and volunteers learn retail skills serving customers and organising the shop.

15. Movements in funds - (continued)

Purposes of designated funds

About Face Theatre Company

The theatre company works with actors with learning disabilities delivering high quality theatre to festivals, community halls and other venues.

Wednesday lifelinks and Friday lifelinks

Providing voluntary community support, doing shopping for older or housebound people, arts and craft activities, and cooking and eating together. They are active fundraisers, hosting coffee mornings and market stalls to raise money for their project and ECHO.

Smart Arts Storytelling project

A storytelling group helping to develop imagination and memory. Discovering hidden talent through song, signing, music and art.

Clever Betsy Crafts & Retail

Making and selling a range of crafts from cards to rugs. The group learn a variety of skills in craft making and sort donated goods to sell in the retail shop. Learning to serve customers.

Saxon Hall Café

Formerly based Saxon Hall, this group has become a cookery club teaching participants new culinary skills and promoting healthy balanced diets.

Craft projects & activities

Offering various craft opportunities to adults with learning disabilities based across Hereford and Leominster, including weaving, and developing craft skills with materials.

Echo Shop

Supporting a range of sport and leisure activities for adults with learning disabilities, football, tennis, yoga, and club nights.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2023

15. Movements in funds - (continued)

Prior period comparative	At 1 April 2021 £	Income £	Expenditure £	Transfers between £	At 31 March 2022 £
Restricted funds					
Big Lottery Fund (Inclusive Volunteering)	5,480	69,608	(70,177)	-	4,911
Edward Gosling Foundation	11,119	-	(11,119)	-	-
Arts Council	-	23,322	(1,076)	-	22,246
Eveson Charitable Trust	7,500	15,001	(13,187)	-	9,314
Acheeva Bed	3,791	-	(1,800)	-	1,991
About Face	2,750	670	(3,420)	-	-
Big Lottery (COVID)	2,927	-	(2,927)	-	-
Screwfix	5,000	-	(2,418)	-	2,582
HSBC	15,000	-	(9,960)	(288)	4,752
Friday lifelinks	450	-	(218)	-	232
Priory	1,384	219	(603)	-	1,000
Eaton Barn	3,359	3,560	-	781	7,700
Saxon Hall café	2,124	-	-	-	2,124
Bailey Thomas	-	10,000	(10,000)	-	-
The Rowlands trust	-	5,000	(4,219)	(781)	-
Tackling Inequalities Fund	-	8,762	(4,260)	-	4,502
Postcode lottery	-	19,856	(3,868)	-	15,988
Connexus	-	5,000	(2,057)	-	2,943
Clever Betsy	-	-	-	288	288
Total restricted funds	60,884	160,998	(141,309)	-	80,573
Unrestricted funds					
<i>Designated funds:</i>					
About Face Theatre Company	-	77,303	(77,319)	-	(16)
Wednesday lifelinks	2,081	22,476	(24,058)	-	499
Friday lifelinks	2,000	29,055	(30,561)	-	494
Smart Arts storytelling project	1,761	11,827	(13,087)	-	501
Clever Betsy crafts and retail	100	59,817	(58,917)	-	1,000
Saxon Hall café	(97)	9,119	(8,211)	-	811
Craft projects and activities	456	59,270	(56,208)	-	3,518
Sport and leisure	213	14,372	(14,544)	-	41
<i>Total designated funds</i>	6,514	283,239	(282,905)	-	6,848
General funds	355,757	367,201	(437,525)	-	285,433
Total unrestricted funds	362,271	650,440	(720,430)	-	292,281
Total funds	423,155	811,438	(861,739)	-	372,854

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2023

16. Operating lease commitments

The charity had operating leases at the year end with total future minimum lease payments as follows:

	2023 £	2022 £
Amount falling due:		
Within 1 year	36,087	40,028
Within 1 - 5 years	<u>10,462</u>	<u>18,300</u>
	<u>46,549</u>	<u>58,328</u>

17. Related party transactions

There were no related party transactions during the current or prior year.

ECHO for Extra Choices in Herefordshire Limited

England & Wales - Charity number 1096449

Accounts

Company no. 04475254
Charity no. 1096449

**ECHO for Extra Choices in
Herefordshire Limited**

Report and Unaudited Financial Statements

31 March 2022

ECHO for Extra Choices in Herefordshire Limited

Reference and administrative details

For the year ended 31 March 2022

Company number	04475254																						
Charity number	1096449																						
Registered office and operational address	40-42 West Street Leominster Herefordshire HR6 8ES																						
Secretary	Mike Cook																						
Trustees	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows: <table><tr><td>Caroline Arthur</td><td></td></tr><tr><td>Christopher Blum</td><td></td></tr><tr><td>John Bradford</td><td>Appointed 10 December 2021</td></tr><tr><td>Beverley Davies</td><td></td></tr><tr><td>Amanda Hamblin</td><td></td></tr><tr><td>Joy House</td><td></td></tr><tr><td>Rosemary Hunt</td><td>Resigned 2 February 2022</td></tr><tr><td>Matthew Jones</td><td>Appointed 10 December 2021</td></tr><tr><td>Janet Smith</td><td></td></tr><tr><td>Jason Stuchbery</td><td></td></tr><tr><td>Blaise White</td><td></td></tr></table>	Caroline Arthur		Christopher Blum		John Bradford	Appointed 10 December 2021	Beverley Davies		Amanda Hamblin		Joy House		Rosemary Hunt	Resigned 2 February 2022	Matthew Jones	Appointed 10 December 2021	Janet Smith		Jason Stuchbery		Blaise White	
Caroline Arthur																							
Christopher Blum																							
John Bradford	Appointed 10 December 2021																						
Beverley Davies																							
Amanda Hamblin																							
Joy House																							
Rosemary Hunt	Resigned 2 February 2022																						
Matthew Jones	Appointed 10 December 2021																						
Janet Smith																							
Jason Stuchbery																							
Blaise White																							
Chief executive officer	Mike Cook																						
Bankers	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ																						
Independent examiners	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD																						

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2022

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of ECHO for Extra Choices in Herefordshire Limited (the company) for the year ended 31 March 2022.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

Objectives and activities

Purposes and aims

Our charity's purposes as set out in the objects contained in the company's memorandum of association are:

- To advance education of persons resident in the County of Herefordshire and the immediate neighbourhood thereof, in particular (but without prejudice to the generality of the foregoing) by:
 - Enabling adults with learning or physical disabilities or mental health difficulties to attend ordinary educational activities;
 - Organising special mixed ability courses for the benefit of adults with learning or physical disabilities or mental health difficulties;
 - Organising specialist educational or training opportunities for the benefit of adults with learning or physical disabilities or mental health difficulties;
- To provide or assist in the provision of facilities for recreation or other leisure time occupation in the interests of social welfare with the object of improving the conditions of life for all persons with learning or physical disability or mental health difficulties; and
- To support adults with learning and physical disabilities or mental health difficulties to access leisure, volunteering and employment opportunities with the object of improving the conditions of their lives and increasing their opportunities for inclusion in the community.

We want to make a positive difference to the lives of people with disabilities in Herefordshire, supporting them to both feel and be valued members of the community. Our aims fully reflect the purposes that the charity was set up to further.

Ensuring our work delivers our aims

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aims, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

The focus of our work

ECHO is a dynamic local organisation that promotes and delivers services for disabled people in Herefordshire. To achieve our vision, of a society where all people with disabilities are heard, valued, respected and supported to make choices and flourish, we have identified six strategic aims and in support of these a number of objectives.

Choice: To support our participants to be happy & healthy with a variety of stimulating choices.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2022

Support: To give the right support and encouragement to build confidence and teach skills that enrich our participants' lives.

Community: To support people to have a good social life, to help them keep in touch with friends and get involved in the community.

Involvement: To give the time, respect and support needed for our participants to be involved in the planning, decision making and the running of ECHO.

Quality: To provide high quality services that are integrated, visible and have value to the community.

Collaboration: To build connections with other organisations and support our participants to join their activities, giving them more opportunities.

How our activities deliver public benefit

Our main activities and whom we try to help are described below. All our charitable activities focus on improving the lives of disabled people in Herefordshire and are undertaken to further our charitable purposes for the public benefit.

Who used and benefited from our services?

Our objects and funding limit the services we provide to those resident in Herefordshire and the surrounding area. We currently have 150 members using our services. In addition approximately 150 other people access our services on an ad hoc basis. Demand for our day services is limited by people's access to funding via the Council's Adult Social Care service, but some individuals fund their place from their own income. Leisure and social activities are charged on attendance.

Equal access to our services is an important issue for us. We monitor use of our services by gender, disability, ethnicity and sexual orientation. We believe equal access to our services is vital to our success and that successful outcomes must be shared by all communities that use our

The main areas of our charitable activity and services are separated into three areas:

Contractual services

Contractual services are those where people are receiving a regular service and have a contract in place. These services are funded through personal budgets and social care spot purchases.

They continue to be the main area of our business and we run activities 5 days a week. 125 people currently attend our day services, which is the major source of our funding. In total, we provide over 57,000 hours of service over the year. Our contractual services are supported by 47 staff and 150 volunteers. All our day services aim to support participants to learn new skills, grow in self-confidence and be seen to be actively contributing to the local community.

Leisure and social activities

Leisure, social and other activities are largely drop in, pay as you go activities, which we support these from fees, organisational funds or small grants. ECHO members access some of our leisure and social activities on a regular basis. Many of these opportunities give people the chance to access community activities. They also encourage the development of natural relationships and friendships.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2022

Community connections

Community connections support individuals to play an active part in their local area; make friends; get involved and positively contribute to local community life. By giving back to their community our participants feel valued and grow in confidence.

Volunteer recruitment and support

Volunteers are a vital part of our organisation. Without them, we would not be able to deliver the range and quality of services that we do. Volunteers allow us to work more flexibly, and bring a depth of experiences and backgrounds, which enrich our organisation.

The benefits of volunteering are reciprocal. Our participants get to work with a variety of individuals and widen their horizons through the experience and knowledge our volunteers bring. Volunteers working with ECHO have the opportunity to support others and build their own skills and experience, which can be a stepping stone to employment or other opportunities.

We have a strong commitment to encouraging volunteers who may have their own support needs, and our National Lottery Community Fund project builds upon previous work to develop this ethos even further. We actively encourage our own participants to volunteer within ECHO activities and with other organisations. We are also working with partner organisations to provide opportunities for those with varied support needs. Incorporating volunteers with their own support needs is not always easy, but we believe that it is both the right thing to do and, with the correct support, something that can be beneficial to the organisation and individuals.

Participant involvement

ECHO believes that disabled people should be able to play an active part in decisions that affect their lives. We therefore have a strong commitment to participant involvement in all aspects of our work.

This commitment is demonstrated throughout the organisation:

- We encourage everyone who accesses our services to become members of ECHO. This gives them rights to vote at our AGM on issues relating to ECHO's management and to determine the make-up of our Trustee Board.
- We ensure that participants are represented on our Trustee Board. Currently 40% of our Board are Participant Trustees. Full board members, they have the same organisational and legal responsibilities as other trustees. Every week there is a Trustee support meeting for Participant Trustees to give them the time and space they need to fulfil their roles.
- Our Rep group meets weekly to discuss the work of ECHO and wider issues of national and local interest. The Rep group helps provide a sounding board for new ideas and projects as well as letting us know what they think it is important for ECHO to be aware of.
- Participants are involved in the planning of the activities that they attend to make sure they are enjoyable and relevant. We also ensure that participants are a key part of the process of evaluating all our activities.
- We also support our service users to take part in other meetings and consultations both in Herefordshire and further afield where issues may affect them.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2022

Financial review

Principal funding sources

The principal funding sources for the charity are currently grants income (£210,268) and fees income in the form of Commissioned funding from Herefordshire Council, Direct Payments and individual self-funders (£489,405).

ECHO has continued its efforts to diversify income, developing and implementing a fundraising strategy, despite the initial stages being hampered by COVID restrictions.

Investment policy

ECHO has invested £145,000 of its cash assets to provide income for expenditure on our charitable objectives. The trustees are governed by the memorandum, amended on 10th December 2021, which sets out a general power of investment (section 4(h)). ECHO's assets are invested in short to medium term deposit accounts.

ECHO seeks to produce the best financial return within an acceptable level of risk. ECHO's investment objective is to maximise investment income for expenditure on its running costs.

No single deposit will exceed the value covered by the Financial Services Compensation Scheme to mitigate risk and protect the investment. The value and income generated from investments is monitored by the finance officer and reviewed annually by the finance subcommittee of the Board of Trustees.

Reserves policy

The Trustees have examined the charity's requirements for reserves in light of the main risks to the organisation. The Trustees believe ECHO needs reserves to cover setbacks in funding or cash flow due to:

- a) Reliance on short term grant funding;
- b) The uncertainty created by the move to personalized budgets whereby individuals can choose to stop purchasing services at short notice; and also
- c) To reduce the impact of risks from the external environment.

In considering the appropriate level of reserves the Trustees took into account:

- 1) an analysis of existing funds;
- 2) a review of future income streams with an assessment of their reliability;
- 3) a review of committed expenditure and how far this is controllable; and
- 4) an assessment of the risks facing the charity, and how likely these are to materialise.

In the light of the above, our target level of reserves is £297,700 This is the amount needed to meet 6 months' core salaries and running costs plus non-cancellable debt.

Free reserves stand at £285,433 (2021: £355,757), calculated as the unrestricted funds, less the designated funds. While this is below the current target level, the Trustees are conscious that the pandemic will continue to have diminishing but significant impacts on our finances and having set a break even budget for 2022-23 they anticipate that reserves will be around the target amount at the end of next year.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2022

Going Concern Basis of Accounting

The COVID-19 pandemic had a profound impact on the global economy, and has affected the charity. ECHO weathered the first year of COVID-19 and through careful management ensured that the charity secured income to help with the long term impacts of this pandemic. Over the second year of the pandemic, we were required to draw upon these additional funds to cover the deficit we incurred.

The Trustees have considered the impact of this issue on the charity's current and future financial position. The charity holds unrestricted general reserves of £285,433 and designated reserves of £6,848 that can be drawn down as necessary. Cash balances at 31st March 2022 are £217,667 and investment cash balance with notice periods £145,000.

The trustees consider that the charity has sufficient unrestricted reserves and cash flow to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved. For this reason, the accounts have been prepared on the going concern basis.

Plans for future periods

We believe that after two years of pandemic ECHO is ready to develop our services and implement some of the ideas that have been on hold.

Whilst for much of the community COVID restrictions have been lifted, due to the vulnerabilities of those we support, in Social Care we are still required to continue with many of the precautions applied during the height of the pandemic. This means that we have increased costs and restrictions on our ability develop and grow as we would like.

We are also experiencing a period where due to global influences there is a dramatic rise in the cost of living, especially with regards to utilities such as electricity and gas. It is predicted that by the end of the year inflation could be as high as 10%.

Due to the above, we will be carefully monitoring our income and expenditure over the coming year. This will allow us to plan for expansion, strengthening or contraction of services as risk

The Trustees consider that the charity will continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved for the following reasons:

- The charity holds reserves of £284,234.
- We have been through the worst of the pandemic and are returning to more pre-COVID conditions, which we expect to continue as the year goes on.

Structure, governance and management

Governing document

The organisation is a charitable company limited by guarantee. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2022

Recruitment and appointment of board of trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. ECHO is required to have a minimum of 3 and a maximum of 15 Trustees. Trustees are elected at the Annual General Meeting. One third of the Trustees retire each year. The Trustees to retire each year are those who have been Trustees the longest (since their last election). If a Trustee retires by rotation, they may be put forward for re-election.

All Trustees must be members of ECHO. A member may be appointed Trustee if they are an existing Trustee retiring by rotation; or they are recommended by the other Trustees; or they are nominated in writing by another member. The nomination must be sent to ECHO not less than 14 days, nor more than 35 days before the date of the meeting. The nominated Trustee must also sign to say they are willing to be elected.

The Board seeks to ensure that the participant group is appropriately reflected in the diversity of the Trustee body. The Board actively encourages its participants to consider standing for election and provides a range of advocacy support to meet the needs of individuals putting themselves

Trustee induction and training

All Trustees are given a full induction pack outlining their roles and responsibilities as Trustees and Directors of the company. All Trustees are offered the opportunity to attend external trustee training sessions. Appropriate additional support is provided to beneficiary Trustees or any other Trustees with additional support needs. Feedback from new Trustees about their induction has been very positive.

Risk management

The Trustees have conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces.

Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, beneficiaries and visitors. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Organisational structure

ECHO has a Board of Trustees who meet every at least every 3 months and are responsible for the strategic direction and policy of the charity. At present, the Board has ten members from a variety of backgrounds relevant to the work of the charity. The Chief Officer/ Company Secretary also sits on the Committee but has no voting rights. There are currently 4 sub-groups of the board (Finance, HR, Fundraising and Marketing, and Quality). All have their own terms of reference and delegated powers.

Day to day responsibility for the running of the charity and its services rests with the Chief Officer and the staff team. The Chief Officer is responsible for ensuring that the charity delivers the services specified and that key outcomes are met.

Quality assurance

ECHO undertook reassessment for the Trusted Charity Mark in 2020 and was pleased to be awarded the highest level 2 award.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2022

Statement of responsibilities of the trustees

The trustees (who are also directors of the charity 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, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing those financial statements the trustees are required to:

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

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £10 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Independent examiners

Godfrey Wilson Limited were re-appointed as independent examiners to the charitable company during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 1 September 2022 and signed on their behalf by

Blaise White

Blaise White - Treasurer

Independent examiner's report

To the trustees of

ECHO for Extra Choices in Herefordshire Limited

I report to the trustees on my examination of the accounts of ECHO for Extra Choices in Herefordshire Limited (the charitable company) for the year ended 31 March 2022, which are set out on pages 10 to 28.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 charitable company as required by section 386 of the 2006 Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Alison Godfrey

Date: 5 September 2022

Alison Godfrey FCA

Member of the ICAEW

For and on behalf of:

Godfrey Wilson Limited

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

ECHO for Extra Choices in Herefordshire Limited

Statement of financial activities *(incorporating an income and expenditure account)*

For the year ended 31 March 2022

	Note	Restricted £	Unrestricted £	2022 Total £	2021 Total £
Income from:					
Donations	3	5,083	42,288	47,371	108,885
Charitable activities	4	155,915	568,143	724,058	793,497
Other trading activities	5	-	37,497	37,497	14,231
Investments		-	2,512	2,512	4,331
Total income		<u>160,998</u>	<u>650,440</u>	<u>811,438</u>	<u>920,944</u>
Expenditure on:					
Raising funds		-	73,178	73,178	38,842
Charitable activities		<u>141,309</u>	<u>647,252</u>	<u>788,561</u>	<u>748,185</u>
Total expenditure	7, 8, 9	<u>141,309</u>	<u>720,430</u>	<u>861,739</u>	<u>787,027</u>
Net income / (expenditure) and net movement in funds		19,689	(69,990)	(50,301)	133,917
Reconciliation of funds:					
Total funds brought forward		<u>60,884</u>	<u>362,271</u>	<u>423,155</u>	<u>289,238</u>
Total funds carried forward		<u><u>80,573</u></u>	<u><u>292,281</u></u>	<u><u>372,854</u></u>	<u><u>423,155</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 18 to the accounts.

ECHO for Extra Choices in Herefordshire Limited

Balance sheet

As at 31 March 2022

	Note	£	2022 £	2021 £
Fixed assets				
Tangible assets	13		1,199	2,999
Current assets				
Debtors	14	44,567		48,141
Current asset investments		145,000		221,468
Cash at bank and in hand		217,667		183,130
		407,234		452,739
Liabilities				
Creditors: amounts falling due within 1 year	15	(35,579)		(32,583)
Net current assets			371,655	420,156
Net assets	17		372,854	423,155
Funds	18			
Restricted funds			80,573	60,884
Unrestricted funds				
Designated funds			6,848	6,514
General funds			285,433	355,757
Total charity funds			372,854	423,155

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibilities for:

- (i) ensuring that the Company keeps proper accounting records which comply with section 386 of the Act; and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

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

Approved by the trustees on 1 September 2022 and signed on their behalf by

Blaise White

Blaise White - Treasurer

ECHO for Extra Choices in Herefordshire Limited

Statement of cash flows

For the year ended 31 March 2022

	2022 £	2021 £
Cash used in operating activities:		
Net movement in funds	(50,301)	133,917
<i>Adjustments for:</i>		
Depreciation charges	1,800	1,800
Dividends, interest and rents from investments	(2,512)	(4,331)
Decrease / (increase) in debtors	3,574	(10,339)
Increase / (decrease) in creditors	2,996	2,497
Net cash provided by / (used in) operating activities	(44,443)	123,544
Cash flows from investing activities:		
Dividends, interest and rents from investments	2,512	4,331
Increase / (decrease) in cash and cash equivalents in the year	(41,931)	127,875
Cash and cash equivalents at the beginning of the year	404,598	276,723
Cash and cash equivalents at the end of the year	362,667	404,598
Represented by:		
	2022 £	2021 £
Current asset investments	145,000	221,468
Cash at bank and in hand	217,667	183,130
	362,667	404,598

The charity has not provided an analysis of changes in net debt as it does not have any long term financing arrangements.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2022

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies

ECHO for Extra Choices in Herefordshire Limited 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.

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves and having considered the impact of the ongoing Covid pandemic. There are no material uncertainties about the charity's ability to continue as a going concern.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the 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.

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 income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of events is deferred until criteria for income recognition are met.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2022

1. Accounting policies (continued)

d) Donated services and facilities

Donated professional services and donated facilities are recognised as income 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 by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

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.

e) 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

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was

h) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between activities on a basis consistent with the use of resources. This has resulted in the following apportionment during the year:

	2022	2021
Raising funds	23.6%	2.8%
Charitable activities	76.4%	97.2%

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2022

1. Accounting policies (continued)

i) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Fixtures and fittings

3 years straight line

j) Debtors

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

k) 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.

l) Current asset investments

Deposit accounts and other liquid unlisted investments with a maturity date of more than three months from the date of acquisition or opening of the account are deemed to be held for investment and are therefore classified as current asset investments.

m) Creditors

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.

n) Financial instruments

The charitable company 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 recognised at amortised cost using the effective interest method.

o) Pension costs

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

p) Foreign currency transactions

Transactions in foreign currencies are translated at rates prevailing at the date of the transaction. Balances denominated in foreign currencies are translated at the rate of exchange prevailing at the year end.

q) Accounting estimates and key judgements

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

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2022

1. Accounting policies (continued)

Accounting estimates and key judgements (continued)

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

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are described below.

Depreciation

As described in note 1i to the financial statements, depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life.

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	2021 Total £
Income from:			
Donations	8,109	100,776	108,885
Charitable activities	209,189	584,308	793,497
Other trading activities	-	14,231	14,231
Investments	-	4,331	4,331
Total income	217,298	703,646	920,944
Expenditure on:			
Raising funds	-	38,842	38,842
Charitable activities	188,109	560,076	748,185
Total expenditure	188,109	598,918	787,027
Net expenditure and net movement in funds	29,189	104,728	133,917

3. Income from donations

	Restricted £	Unrestricted £	2022 Total £	2021 Total £
Donations	5,083	41,464	46,547	51,710
Coronavirus Job Retention Scheme	-	824	824	57,175
Total income from donations	5,083	42,288	47,371	108,885

£8,109 of donations in the prior period were restricted.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2022

4. Income from charitable activities

	Restricted £	Unrestricted £	2022 Total £
Grants	155,616	54,652	210,268
Fees for activities	-	489,405	489,405
Other income	299	19,069	19,368
Contracts	-	5,017	5,017
Total income from charitable activities	155,915	568,143	724,058

Prior period comparative

	Restricted £	Unrestricted £	2021 Total £
Grants	209,189	97,696	306,885
Fees for activities	-	457,011	457,011
Other income	-	15,416	15,416
Contracts	-	14,185	14,185
Total income from charitable activities	209,189	584,308	793,497

5. Income from other trading activities

	Restricted £	Unrestricted £	2022 Total £
Shop, cafe and theatre sales	-	37,497	37,497

Prior period comparative

	Restricted £	Unrestricted £	2021 Total £
Shop, cafe and theatre sales	-	14,231	14,231

6. Government grants

The charitable company received government grant income in the year under the Coronavirus Job Retention Scheme and from Arts Council England. The total value of such grants in the period ending 31 March 2022 was £24,146 (2021: £78,202). There are no unfulfilled conditions or contingencies attaching to these grants in 2021/22.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2022

7. Analysis of expenditure by type

	Staff Costs £	Other Costs £	2022 Total £
Raising funds	73,178	-	73,178
Total raising funds	73,178	-	73,178
Charitable activities before governance costs	507,824	268,489	776,313
Governance costs allocated to charitable activities	9,278	2,970	12,248
Total expenditure on charitable activities	517,102	271,459	788,561
Total expenditure 2022:	590,280	271,459	861,739

Prior period comparative

	Staff Costs £	Other Costs £	2021 Total £
Raising funds	38,842	-	38,842
Total raising funds	38,842	-	38,842
Charitable activities before governance costs	536,470	199,935	736,405
Governance costs allocated to charitable activities	9,278	2,502	11,780
Total expenditure on charitable activities	545,748	202,437	748,185
Total expenditure 2021:	584,590	202,437	787,027

8. Resources expended by activity

	Direct costs £	Support costs: staff £	Support costs: office £	Support costs: premises £	2022 Total £
Education and training	15,119	-	-	-	15,119
Development and volunteering	49,926	11,737	2,436	1,174	65,273
Sport and leisure	41,053	991	206	99	42,349
Day opportunities	346,981	55,979	11,616	5,599	420,175
General	291,148	21,166	4,392	2,117	318,823
Total expenditure 2022:	744,227	89,873	18,650	8,989	861,739

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2022

8. Resources expended by activity (continued)

Prior period comparative:

	Direct costs £	Support costs: staff £	Support costs: office £	Support costs: premises £	2021 Total £
Education and training	10,574	2,552	502	243	13,870
Development and volunteering	45,717	12,552	2,467	1,194	61,930
Sport and leisure	19,513	310	61	29	19,913
Day opportunities	317,369	86,009	16,904	8,182	428,465
General	<u>250,197</u>	<u>9,795</u>	<u>1,925</u>	<u>932</u>	<u>262,849</u>
Total expenditure 2021:	<u>643,371</u>	<u>111,218</u>	<u>21,858</u>	<u>10,581</u>	<u>787,027</u>

9. Analysis of support and governance costs allocations

	Raising funds £	Charitable activities £	Support costs £	Governance costs £	2022 Total £
Direct costs	45,503	686,477	117,511	12,248	861,739
Reallocation of support costs	27,675	89,836	(117,511)	-	-
Reallocation of governance costs	-	12,248	-	(12,248)	-
Total expenditure 2022:	<u>73,178</u>	<u>788,561</u>	<u>-</u>	<u>-</u>	<u>861,739</u>

Prior period comparative:	Raising funds £	Charitable activities £	Support costs £	Governance costs £	2021 Total £
Direct costs	34,749	596,841	143,657	11,780	787,027
Reallocation of support costs	4,093	139,564	(143,657)	-	-
Reallocation of governance costs	-	11,780	-	(11,780)	-
Total expenditure 2021:	<u>38,842</u>	<u>748,185</u>	<u>-</u>	<u>-</u>	<u>787,027</u>

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2022

10. Net movement in funds

This is stated after charging:

	2022 £	2021 £
Depreciation	1,800	1,800
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	502	386
Independent examiners' remuneration:		
▪ Independent examination (including VAT)	<u>2,040</u>	<u>1,920</u>

During the year, three trustee's had expenses reimbursed relating to postage and stationary and travel (2021: one, postage and stationary and finance training).

11. Staff costs and numbers

Staff costs were as follows:

	2022 £	2021 £
Salaries and wages	544,215	535,452
Social security costs	31,046	32,248
Pension costs	<u>15,019</u>	<u>16,890</u>
Subtotal: staff costs before relief staff	590,280	584,590
Add: relief staff	<u>54,782</u>	<u>35,828</u>
Total staff costs:	<u>645,062</u>	<u>620,418</u>

Relief staff costs are charged to the activity to which they relate.

No employee earned more than £60,000 during the year. The key management personnel of the charitable company comprise the Trustees and Chief Executive Officer. The total employee benefits of the key management personnel were £43,633 (2021: £43,629).

	2022 No.	2021 No.
Average head count	<u>47</u>	<u>47</u>
Full time equivalent	<u>24</u>	<u>24</u>

12. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2022

13. Tangible fixed assets	Fixtures and fittings £
Cost	
At 1 April 2021	5,399
Additions in year	-
At 31 March 2022	<u>5,399</u>
Depreciation	
At 1 April 2021	2,400
Charge for the year	<u>1,800</u>
At 31 March 2022	<u>4,200</u>
Net book value	
At 31 March 2022	<u><u>1,199</u></u>
At 31 March 2021	<u><u>2,999</u></u>

14. Debtors	2022 £	2021 £
Trade debtors	33,305	31,683
Prepayments and accrued income	<u>11,262</u>	<u>16,458</u>
	<u><u>44,567</u></u>	<u><u>48,141</u></u>

15. Creditors : amounts due within 1 year	2022 £	2021 £
Trade creditors	19,745	18,843
Accruals	13,410	7,741
Other creditors	2,424	2,424
Deferred income (see note 16)	<u>-</u>	<u>3,575</u>
	<u><u>35,579</u></u>	<u><u>32,583</u></u>

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2022

16. Deferred income

	2022 £	2021 £
At 1 April 2021	3,575	3,475
Deferred during the year	-	100
Released during the year	<u>(3,575)</u>	<u>-</u>
At 31 March 2022	<u>-</u>	<u>3,575</u>

Deferred income relates to income for events invoiced in advance of the event date.

17. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	1,199	-	-	1,199
Current assets	79,374	6,848	321,012	407,234
Current liabilities	<u>-</u>	<u>-</u>	<u>(35,579)</u>	<u>(35,579)</u>
Net assets at 31 March 2022	<u>80,573</u>	<u>6,848</u>	<u>285,433</u>	<u>372,854</u>
Prior period comparative				
	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	2,999	-	-	2,999
Current assets	57,885	6,514	388,340	452,739
Current liabilities	<u>-</u>	<u>-</u>	<u>(32,583)</u>	<u>(32,583)</u>
Net assets at 31 March 2021	<u>60,884</u>	<u>6,514</u>	<u>355,757</u>	<u>423,155</u>

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2022

18. Movements in funds

	At 1 April 2021 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2022 £
Restricted funds					
Big Lottery Fund (Inclusive Volunteering)	5,480	69,608	(70,177)	-	4,911
Edward Gosling Foundation	11,119	-	(11,119)	-	-
Arts Council	-	23,322	(1,076)	-	22,246
Eveson Charitable Trust	7,500	15,001	(13,187)	-	9,314
Acheeva Bed	3,791	-	(1,800)	-	1,991
About Face	2,750	670	(3,420)	-	-
Big Lottery (COVID)	2,927	-	(2,927)	-	-
Screwfix	5,000	-	(2,418)	-	2,582
HSBC	15,000	-	(9,960)	(288)	4,752
Friday lifelinks	450	-	(218)	-	232
Priory	1,384	219	(603)	-	1,000
Eaton Barn	3,359	3,560	-	781	7,700
Saxon Hall café	2,124	-	-	-	2,124
Bailey Thomas	-	10,000	(10,000)	-	-
The Rowlands trust	-	5,000	(4,219)	(781)	-
Tackling Inequalities Fund	-	8,762	(4,260)	-	4,502
Postcode lottery	-	19,856	(3,868)	-	15,988
Connexus	-	5,000	(2,057)	-	2,943
Clever Betsy	-	-	-	288	288
Total restricted funds	60,884	160,998	(141,309)	-	80,573
Unrestricted funds					
<i>Designated funds:</i>					
About Face Theatre Company	-	77,303	(77,319)	-	(16)
Wednesday lifelinks	2,081	22,476	(24,058)	-	499
Friday lifelinks	2,000	29,055	(30,561)	-	494
Smart Arts storytelling project	1,761	11,827	(13,087)	-	501
Clever Betsy crafts and retail	100	59,817	(58,917)	-	1,000
Saxon Hall café	(97)	9,119	(8,211)	-	811
Craft projects and activities	456	59,270	(56,208)	-	3,518
Sport and leisure	213	14,372	(14,544)	-	41
<i>Total designated funds</i>	6,514	283,239	(282,905)	-	6,848
General funds	355,757	367,201	(437,525)	-	285,433
Total unrestricted funds	362,271	650,440	(720,430)	-	292,281
Total funds	423,155	811,438	(861,739)	-	372,854

Transfers between funds represent the transfer of restricted amounts between projects.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2022

18. Movements in funds (continued)

Purposes of restricted funds

Big Lottery Fund (Inclusive Volunteering)

Year 4 of a 5 year "Inclusive Volunteering" grant to support the role of volunteer co-ordinator and monitoring officer to recruit volunteers across the county, support existing volunteers and develop training and support.

Edward Gosling Foundation

To develop sports opportunities for disabled people in Herefordshire. Working alongside Special Olympics GB, becoming the lead body for sports in the county. This fund was carried over due to lack of ability to undertake sports activities during 2020-2021 and used in the year 21-22

Arts Council

Support for About Face, our theatre company to help them through the COVID pandemic and ensure its ongoing sustainability. Grant 3 was received in Mar 22.

Eveson Charitable Trust

To part fund the salary and other costs of our Participant involvement office. Her work enables people with learning disabilities to be active members of the board. Our participant involvement work supports disabled people to shape services and help build their confidence.

Acheeva Bed

To raise and spend money on a HI/LOW bed to enable relaxation; and additional sensory items for the room.

About Face

Funds raised for the About Face Theatre Company.

Big Lottery (COVID)

This was funding to help support ECHO through the COVID pandemic. Funding was used to secure the long-term sustainability of ECHO by supporting key roles and costs of ECHO and to prepare the organisation for re-opening and the additional costs to being COVID compliant. There was also funding (including capital items) to help participants access online services. This grant finished in April 21.

Screwfix

Funding to improve our furniture upcycling project Studio Mirai including the provision of external storage to better manage donations and development of our outdoor space to enable outdoor working.

HSBC

Funding to improve facilities at our Clever Betsy project and refurbishment of the ECHO shop hub.

Friday lifelinks

Funds raised by the project to support additional materials and a day trip.

Priory

Funds raised to support participants specific activities within the Priory Project.

18. Movements in funds - purposes of restricted funds (continued)

Eaton Barn

Funds raised by the project towards the installation of a new boiler/heating system.

Saxon Hall café

Funding to support the Community Café at Saxon Hall, mainly from income raised by the local CO-OP through members.

Bailey Thomas

Support participant involvement- providing a dedicated staff member to engage and develop participant involvement in the organisation.

The Rowlands trust

Funding to purchase items of equipment for our Eaton Barn project.

Tackling Inequalities Fund

Funding to support our existing sporting activities; to visit and deliver activities to residents at a local residential home; to run a taster day for playing bowls for participants; to deliver a 'Come and Try' sports day for anyone with a disability in the county; to run an 8-week tennis coaching course for participants.

Postcode lottery

To support the core costs of co-ordinating our social and leisure activities.

Connexus

This funding provided the equipment and running costs for a 6-month pilot project called Radio ECHO for participants.

Clever Betsy

Funds raised by project to support an outing.

Purposes of designated funds

About Face Theatre Company

The theatre company works with actors with learning disabilities delivering high quality theatre to festivals, community halls and other venues.

Wednesday lifelinks and Friday lifelinks

Providing voluntary community support, doing shopping for older or housebound people, arts and craft activities, and cooking and eating together. They are active fundraisers, hosting coffee mornings and market stalls to raise money for their project and ECHO.

Smart Arts storytelling project

A storytelling group helping to develop imagination and memory. Discovering hidden talent through song, signing, music and art.

Clever Betsy crafts and retail

Making and selling a range of crafts from cards to rugs. The group learn a variety of skills in craft making and sort donated goods to sell in the retail shop. Learning to serve customers and maintaining

Notes to the financial statements

For the year ended 31 March 2022

18. Movements in funds - purposes of designated funds (continued)

Saxon Hall café

In partnership with Saxon Hall, the group prepare and offer a small range of cakes, lunches, teas and coffees in their café two days a week.

Craft projects and activities

Offering various craft opportunities to adults with learning disabilities based across Hereford and Leominster, including weaving, and developing craft skills with materials.

Sport and leisure

Supporting a range of sport and leisure activities for adults with learning disabilities, football, tennis, yoga, and club nights.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2022

18. Movements in funds - (continued)

Prior period comparative	At 1 April 2020 £	Income £	Expenditure £	Transfers between £	At 31 March 2021 £
Restricted funds					
Big Lottery Fund (Inclusive Volunteering)	5,497	69,366	(69,383)	-	5,480
E F Bulmer Benevolent Fund	1,883	-	(1,883)	-	-
Edward Gosling Foundation	11,219	-	(100)	-	11,119
Arts Council	-	21,027	(21,027)	-	-
Eveson Charitable Trust	4,505	15,000	(12,005)	-	7,500
Acheeva Bed	5,591	-	(1,800)	-	3,791
About Face	1,000	1,750	-	-	2,750
Big Lottery (COVID)	-	83,722	(80,795)	-	2,927
Screwfix	-	5,000	-	-	5,000
HSBC	-	15,000	-	-	15,000
Friday lifelinks	-	450	-	-	450
Priory	-	2,500	(1,116)	-	1,384
Eaton Barn	-	1,359	-	2,000	3,359
Saxon Hall café	-	2,124	-	-	2,124
Total restricted funds	29,695	217,298	(188,109)	2,000	60,884
Unrestricted funds					
<i>Designated funds:</i>					
About Face Theatre Company	7,668	66,255	(73,923)	-	-
Wednesday lifelinks	1,206	17,417	(16,542)	-	2,081
Friday lifelinks	2,000	22,679	(22,679)	-	2,000
Smart Arts storytelling project	2,000	10,894	(11,133)	-	1,761
Clever Betsy crafts and retail	2,000	48,505	(50,405)	-	100
Saxon Hall café	3,600	7,104	(10,801)	-	(97)
Craft projects and activities	(1,966)	52,600	(50,178)	-	456
Sport and leisure	2,715	5,890	(8,392)	-	213
<i>Total designated funds</i>	19,223	231,344	(244,053)	-	6,514
General funds	240,320	472,302	(354,865)	(2,000)	355,757
Total unrestricted funds	259,543	703,646	(598,918)	(2,000)	362,271
Total funds	289,238	920,944	(787,027)	-	423,155

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2022

19. Operating lease commitments

The charity had operating leases at the year end with total future minimum lease payments as follows:

	2022 £	2021 £
Amount falling due:		
Within 1 year	40,028	38,228
Within 1 - 5 years	<u>18,300</u>	<u>18,300</u>
	<u>58,328</u>	<u>56,528</u>

20. Related party transactions

There were no related party transactions during the current or prior year.

ECHO for Extra Choices in Herefordshire Limited

England & Wales - Charity number 1096449

Accounts

Company no. 04475254
Charity no. 1096449

**ECHO for Extra Choices in
Herefordshire Limited
Report and Unaudited Financial Statements
31 March 2021**

ECHO for Extra Choices in Herefordshire Limited

Reference and administrative details

For the year ended 31 March 2021

Company number	04475254																						
Charity number	1096449																						
Registered office and operational address	40-42 West Street Leominster Herefordshire HR6 8ES																						
Secretary	Mike Cook																						
Trustees	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows: <table><tr><td>Caroline Arthur</td><td>Joint chair until December 2020, chair from December 2020</td></tr><tr><td>Susan Nash</td><td>Joint chair until December 2020</td></tr><tr><td>Christopher Blum</td><td>Appointed 3 December 2020</td></tr><tr><td>Beverley Davies</td><td></td></tr><tr><td>Amanda Hamblin</td><td></td></tr><tr><td>Joy House</td><td></td></tr><tr><td>Rosemary Hunt</td><td></td></tr><tr><td>Paul Scott</td><td>Resigned 23 July 2020</td></tr><tr><td>Janet Smith</td><td></td></tr><tr><td>Jason Stuchbery</td><td></td></tr><tr><td>Blaise White</td><td></td></tr></table>	Caroline Arthur	Joint chair until December 2020, chair from December 2020	Susan Nash	Joint chair until December 2020	Christopher Blum	Appointed 3 December 2020	Beverley Davies		Amanda Hamblin		Joy House		Rosemary Hunt		Paul Scott	Resigned 23 July 2020	Janet Smith		Jason Stuchbery		Blaise White	
Caroline Arthur	Joint chair until December 2020, chair from December 2020																						
Susan Nash	Joint chair until December 2020																						
Christopher Blum	Appointed 3 December 2020																						
Beverley Davies																							
Amanda Hamblin																							
Joy House																							
Rosemary Hunt																							
Paul Scott	Resigned 23 July 2020																						
Janet Smith																							
Jason Stuchbery																							
Blaise White																							
Chief executive officer	Mike Cook																						
Bankers	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ																						
Independent examiners	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD																						

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2021

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of ECHO for Extra Choices in Herefordshire Limited (the company) for the year ended 31 March 2021.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

Objectives and activities

Purposes and aims

Our charity's purposes as set out in the objects contained in the company's memorandum of association are:

- To advance education of persons resident in the County of Herefordshire and the immediate neighbourhood thereof, in particular (but without prejudice to the generality of the foregoing) by:
 - Enabling adults with learning or physical disabilities or mental health difficulties to attend ordinary educational activities;
 - Organising special mixed ability courses for the benefit of adults with learning or physical disabilities or mental health difficulties;
 - Organising specialist educational or training opportunities for the benefit of adults with learning or physical disabilities or mental health difficulties;
- To provide or assist in the provision of facilities for recreation or other leisure time occupation in the interests of social welfare with the object of improving the conditions of life for all persons with learning or physical disability or mental health difficulties; and
- To support adults with learning and physical disabilities or mental health difficulties to access leisure, volunteering and employment opportunities with the object of improving the conditions of their lives and increasing their opportunities for inclusion in the community.

Our mission is to make a real difference to the lives of disabled people in Herefordshire, supporting them to be valued members of the community. Our aims fully reflect the purposes that the charity was set up to further.

Ensuring our work delivers our aims

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aims, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

The focus of our work

ECHO is a dynamic local organisation that promotes and delivers services for disabled people in Herefordshire. To achieve our vision, of a society where all people with disabilities are heard, valued, respected and supported to make choices and flourish, we have identified six strategic aims and in support of these a number of objectives.

Choice: To support our participants to be happy & healthy with a variety of stimulating choices.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2021

Support: To give the right support and encouragement to build confidence and teach skills that enrich our participants' lives.

Community: To support people to have a good social life, to help them keep in touch with friends and get involved in the community.

Involvement: To give the time, respect and support needed for our participants to be involved in the planning, decision making and the running of ECHO.

Quality: To provide high quality services that are integrated, visible and have value to the community.

Collaboration: To build connections with other organisations and support our participants to join their activities, giving them more opportunities.

How our activities deliver public benefit

Our main activities and whom we try to help are described below. All our charitable activities focus on improving the lives of disabled people in Herefordshire and are undertaken to further our charitable purposes for the public benefit.

Who used and benefited from our services?

Our objects and funding limit the services we provide to those resident in Herefordshire and the surrounding area. We currently have 150 members using our services. In addition approximately 150 other people access our services on an ad hoc basis. Demand for our day services is limited by people's access to funding via the Council's Adult Social Care service, but some individuals fund their place from their own income. Leisure and social activities are charged on attendance.

Equal access to our services is an important issue for us. We monitor use of our services by gender, disability, ethnicity and sexual orientation. We believe equal access to our services is vital to our success and that successful outcomes must be shared by all communities that use our

The main areas of our charitable activity and services are separated into three areas:

Contractual services

Contractual services are those where people are receiving a regular service and have a contract in place. These services are funded through personal budgets and social care spot purchases.

They continue to be the main area of our business and we run activities 5 days a week. 125 people currently attend our day services, which is the major source of our funding. In total, we provide over 57,000 hours of service over the year. Our contractual services are supported by 40 staff and 150 volunteers. All our day services aim to support participants to learn new skills, grow in self-confidence and be seen to be actively contributing to the local community.

Leisure and social activities

Leisure, social and other activities are largely drop in, pay as you go activities, which are self-funding or supported by small grants. The majority of ECHO members access our leisure and social activities either on a regular or on an ad hoc basis. Many of these opportunities give people the chance to access ordinary community activities. They also encourage the development of natural relationships and friendships.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2021

Community connections

Community connections supporting individuals to play an active part in their local area; make friends; get involved and positively contribute to local community life. By giving back to their community our participants feel valued and grow in confidence.

Volunteer recruitment and support

Volunteers are a vital part of our organisation. Without them, we would not be able to deliver the range and quality of services that we do. Volunteers allow us to work more flexibly, and bring a depth of experiences and backgrounds, which enrich our organisation.

The benefits of volunteering are reciprocal. Our participants get to work with a variety of individuals and widen their horizons through the experience and knowledge that the volunteers bring. Volunteers working with ECHO have the opportunity to support others and build their skills and experience, which can be a stepping stone to employment or other opportunities.

We have a strong commitment to encouraging volunteers who may have their own support needs, and our new National Lottery Community Fund project builds upon previous work to develop this ethos even further. We actively encourage our own participants to volunteer within ECHO activities and with other organisations. We are also working with partner organisations to provide opportunities for others with varied support needs. We recognise that incorporating volunteers with their own support needs is not always easy, but we believe that it is both the right thing to do and, with the correct support, something that can be mutually beneficial.

Participant involvement

ECHO believes that disabled people should be able to play an active part in planning and decisions that affect their lives. We therefore have a strong commitment to participant involvement in all aspects of our work.

This commitment is demonstrated throughout the organisation:

- We encourage everyone who accesses our services to become members of ECHO. This gives them rights to vote at our AGM on issues relating to ECHO's management and to determine the make-up of our trustee board.
- We ensure that participants are represented on our trustee board. Currently 30% of our board are Participant trustees. These individuals are full board members and have the same legal and other responsibilities as other members. Every week we have a trustee Support meeting to give them the support they need to fulfil their roles. Participant trustees take part in the recruitment process of new staff. They meet as a group and interview and score candidates on the same basis as the interview panel.
- Our Rep group meets weekly to discuss the work of ECHO and wider issues of national and local interest. The Rep group helps provide a sounding board for new ideas and projects as well as letting us know what they think it is important for ECHO to be aware of.
- Participants are involved in the planning of the activities that they attend. We also ensure that participants are a key part of the process of evaluating all our activities.
- We also support our service users to take part in other meetings and consultations both in Herefordshire and further afield.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2021

Financial review

Principal funding sources

The principal funding sources for the charity are currently grants income (£306,885) and fees income in the form of commissioned funding from Herefordshire Council and direct payments from individual self-funders (£457,011). In anticipation of increasing constraints on local authority expenditure, the charity continues to seek funding from a much wider range of sources including increased income from our commercial activity. To support our fundraising activities we have convened a Marketing and Fundraising sub group of the board. As well as scrutinising the organisation's fundraising activities the group has also overseen the development of a fundraising plan, which sets out the targets for this piece of work.

Investment policy

ECHO has invested £221,468 of its cash assets to provide income for expenditure on our charitable objectives. The trustees are governed by the memorandum, amended on 3rd July 2008, which sets out a general power of investment (section 4(h)). ECHO's assets are invested in short to medium term deposit accounts.

ECHO seeks to produce the best financial return within an acceptable level of risk. ECHO's investment objective is to maximise investment income for expenditure on its objectives.

Any single deposit should not exceed the value covered by the Financial Services Compensation Scheme to mitigate risk. The value and income generated from investments is monitored by the finance officer and reviewed annually by the finance subcommittee of the Board of Trustees.

Reserves policy

The Trustees have examined the charity's requirements for reserves in light of the main risks to the organisation. The Trustees believe ECHO needs reserves to cover setbacks in funding or cash flow due to:

- a) Reliance on short term grant funding;
- b) The uncertainty created by the move to personalised budgets whereby individuals can choose to stop purchasing services at short notice; and
- c) To reduce the impact of risks from the external environment.

In considering the appropriate level of reserves the Trustees took into account:

- an analysis of existing funds;
- a review of future income streams with an assessment of their reliability;
- a review of committed expenditure and how far this is controllable; and
- an assessment of the risks facing the charity, and how likely these are to materialise.

In the light of the above, our target level of reserves is £294,446. This is the amount needed to meet 6 months' core salaries and running costs plus non-cancellable debt.

Free reserves stand at £355,757 (2020: £240,320), calculated as the unrestricted funds, less the designated funds. While this exceeds the current target level, the Trustees are conscious that additional expenditure will be necessary as the charity emerges from the pandemic and having set a deficit budget for 2021-22 they anticipate that reserves will reduce to around the target figure over the coming year.

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2021

Plans for future periods

We are now operating in a world that is still adjusting to the effect of a global pandemic. The market is still adjusting and funding from grant making bodies is in flux, with many trusts and foundations focussing on crisis funding.

Over the last year ECHO has worked in partnership with other organisations to share information, provide mutual support and avoid unnecessary conflicts for resources.

Providing evidence of effectiveness, positive outcomes and value for money is increasingly important, in retaining existing contracts and securing new funding. ECHO will take the upheaval that COVID-19 has caused and turn this into a positive opportunity to review what we do.

COVID-19

The charity is taking the following steps to mitigate the continuing threats that COVID-19 may pose to the organisation:

- ECHO will use a risk assessment process to decide when it is appropriate to stop or restart activities.

The Trustees consider that the charity will continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved for the following reasons:

- The charity holds unrestricted reserves of £362,271;
- There are fewer unknowns - we have the processes and COVID precautions in place to deal quickly and effectively with any changes to national guidance; and
- The National Lottery Community Fund have also confirmed that they will continue to support our existing grant.

Structure, governance and management

Governing document

The organisation is a charitable company limited by guarantee. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

Recruitment and appointment of board of trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. ECHO is required to have a minimum of 3 and a maximum of 15 Trustees. Trustees are elected at the Annual General Meeting. One third of the Trustees retire each year. The Trustees to retire each year are those who have been Trustees the longest (since their last election). If a Trustee retires by rotation, they may be put forward for re-election.

All Trustees must be members of ECHO. A member may be appointed Trustee if they are an existing Trustee retiring by rotation; or they are recommended by the other Trustees; or they are nominated in writing by another member. The nomination must be sent to ECHO not less than 14 days, nor more than 35 days before the date of the meeting. The nominated Trustee must also sign to say they are willing to be elected.

The Board seeks to ensure that the participant group is appropriately reflected in the diversity of the Trustee body. The Board actively encourages its participants to consider standing for election and provides a range of advocacy support to meet the needs of individuals putting themselves

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2021

Trustee induction and training

All Trustees are given a full induction pack outlining their roles and responsibilities as Trustees and Directors of the company. All Trustees are offered the opportunity to attend external trustee training sessions. Appropriate additional support is provided to beneficiary Trustees or any other Trustees with additional support needs. Feedback from new Trustees about their induction has been very positive.

Risk management

The Trustees have conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces.

Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, beneficiaries and visitors. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Organisational structure

ECHO has a Board of Trustees who meet every at least every 3 months and are responsible for the strategic direction and policy of the charity. At present, the Board has ten members from a variety of backgrounds relevant to the work of the charity. The Chief Officer/ Company Secretary also sits on the Committee but has no voting rights. There are currently 4 sub-groups of the board (Finance, HR, Fundraising and Marketing, and Quality). All have their own terms of reference and delegated powers.

Day to day responsibility for the running of the charity and its services rests with the Chief Officer and the staff team. The Chief Officer is responsible for ensuring that the charity delivers the services specified and that key outcomes are met.

Quality assurance

ECHO undertook reassessment for the Trusted Charity Mark in 2020 and was pleased to be awarded the highest level 2 award.

Statement of responsibilities of the trustees

The trustees (who are also directors of the charity 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, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and

ECHO for Extra Choices in Herefordshire Limited

Report of the trustees

For the year ended 31 March 2021

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £10 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Independent examiners

Godfrey Wilson Limited were re-appointed as independent examiners to the charitable company during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 2 September 2021 and signed on their behalf by

Blaise White

Blaise White - Treasurer

Independent examiner's report

To the trustees of

ECHO for Extra Choices in Herefordshire Limited

I report to the trustees on my examination of the accounts of ECHO for Extra Choices in Herefordshire Limited (the charitable company) for the year ended 31 March 2021, which are set out on pages 10 to 27.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 charitable company as required by section 386 of the 2006 Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Alison Godfrey

Date: 6 September 2021

Alison Godfrey FCA

Member of the ICAEW

For and on behalf of:

Godfrey Wilson Limited

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

ECHO for Extra Choices in Herefordshire Limited

Statement of financial activities (incorporating an income and expenditure account)

For the year ended 31 March 2021

	Note	Restricted £	Unrestricted £	2021 Total £	2020 Total £
Income from:					
Donations	3	8,109	100,776	108,885	58,131
Charitable activities	4	209,189	584,308	793,497	643,871
Other trading activities	5	-	14,231	14,231	53,849
Investments		-	4,331	4,331	2,752
Total income		<u>217,298</u>	<u>703,646</u>	<u>920,944</u>	<u>758,603</u>
Expenditure on:					
Raising funds		-	38,842	38,842	20,959
Charitable activities		<u>188,109</u>	<u>560,076</u>	<u>748,185</u>	<u>790,077</u>
Total expenditure	7, 8, 9	<u>188,109</u>	<u>598,918</u>	<u>787,027</u>	<u>811,036</u>
Net income / (expenditure)		29,189	104,728	133,917	(52,433)
Transfers between funds		<u>2,000</u>	<u>(2,000)</u>	<u>-</u>	<u>-</u>
Net movement in funds	10	31,189	102,728	133,917	(52,433)
Reconciliation of funds:					
Total funds brought forward		<u>29,695</u>	<u>259,543</u>	<u>289,238</u>	<u>341,671</u>
Total funds carried forward		<u><u>60,884</u></u>	<u><u>362,271</u></u>	<u><u>423,155</u></u>	<u><u>289,238</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 18 to the accounts.

ECHO for Extra Choices in Herefordshire Limited

Balance sheet

As at 31 March 2021

	Note	£	2021 £	Restated 2020 £
Fixed assets				
Tangible assets	13		2,999	4,799
Current assets				
Debtors	14	48,141		37,802
Current asset investments		221,468		150,000
Cash at bank and in hand		183,130		126,723
		452,739		314,525
Liabilities				
Creditors: amounts falling due within 1 year	15	(32,583)		(30,086)
Net current assets			420,156	284,439
Net assets	17		423,155	289,238
Funds	18			
Restricted funds			60,884	29,695
Unrestricted funds				
Designated funds			6,514	19,223
General funds			355,757	240,320
Total charity funds			423,155	289,238

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibilities for:

- (i) ensuring that the Company keeps proper accounting records which comply with section 386 of the Act; and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

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

Approved by the trustees on 2 September 2021 and signed on their behalf by

Blaise White

Blaise White - Treasurer

ECHO for Extra Choices in Herefordshire Limited

Statement of cash flows

For the year ended 31 March 2021

	2021 £	2020 £
Cash used in operating activities:		
Net movement in funds	133,917	(52,433)
<i>Adjustments for:</i>		
Depreciation charges	1,800	600
Dividends, interest and rents from investments	(4,331)	(2,752)
Decrease / (increase) in debtors	(10,339)	10,221
Increase / (decrease) in creditors	2,497	(16,773)
Net cash provided by / (used in) operating activities	123,544	(61,137)
Cash flows from investing activities:		
Dividends, interest and rents from investments	4,331	2,752
Purchase of tangible fixed assets	-	(5,399)
Net cash provided by / (used in) investing activities	4,331	(2,647)
Increase / (decrease) in cash and cash equivalents in the year	127,875	(63,784)
Cash and cash equivalents at the beginning of the year	276,723	340,507
Cash and cash equivalents at the end of the year	404,598	276,723
Represented by:	2021 £	2020 £
Current asset investments	221,468	150,000
Cash at bank and in hand	183,130	126,723
	404,598	276,723

The charity has not provided an analysis of changes in net debt as it does not have any long term financing arrangements.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2021

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies

ECHO for Extra Choices in Herefordshire Limited 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.

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves and having considered the impact of the ongoing Covid pandemic. There are no material uncertainties about the charity's ability to continue as a going concern.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the 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.

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 income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of events is deferred until criteria for income recognition are met.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2021

1. Accounting policies (continued)

d) Donated services and facilities

Donated professional services and donated facilities are recognised as income 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 by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

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.

e) 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

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was

h) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between activities on a basis consistent with the use of resources. This has resulted in the following apportionment during the year:

	2021	2020
Raising funds	2.8%	2.6%
Charitable activities	97.2%	97.4%

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2021

1. Accounting policies (continued)

i) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Fixtures and fittings	3 years straight line
-----------------------	-----------------------

j) Debtors

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

k) 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.

l) Current asset investments

Deposit accounts and other liquid unlisted investments with a maturity date of more than three months from the date of acquisition or opening of the account are deemed to be held for investment and are therefore classified as current asset investments.

m) Creditors

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.

n) Financial instruments

The charitable company 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 recognised at amortised cost using the effective interest method.

o) Pension costs

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

p) Foreign currency transactions

Transactions in foreign currencies are translated at rates prevailing at the date of the transaction. Balances denominated in foreign currencies are translated at the rate of exchange prevailing at the year end.

q) Accounting estimates and key judgements

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

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2021

1. Accounting policies (continued)

Accounting estimates and key judgements (continued)

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

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are described below.

Depreciation

As described in note 1i to the financial statements, depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life.

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	2020 Total £
Income from:			
Donations	7,341	50,790	58,131
Charitable activities	101,552	542,319	643,871
Other trading activities	2,744	51,105	53,849
Investments	-	2,752	2,752
Total income	111,637	646,966	758,603
Expenditure on:			
Raising funds	-	20,959	20,959
Charitable activities	131,358	658,719	790,077
Total expenditure	131,358	679,678	811,036
Net expenditure and net movement in funds	(19,721)	(32,712)	(52,433)

3. Income from donations

	Restricted £	Unrestricted £	2021 Total £	2020 Total £
Donations	8,109	43,601	51,710	58,131
Coronavirus Job Retention Scheme	-	57,175	57,175	-
Total income from donations	8,109	100,776	108,885	58,131

£7,341 of donations in the prior period were restricted.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2021

4. Income from charitable activities

	Restricted £	Unrestricted £	2021 Total £
Grants	209,189	97,696	306,885
Fees for activities	-	457,011	457,011
Other income	-	15,416	15,416
Contracts	-	14,185	14,185
Total income from charitable activities	209,189	584,308	793,497
Prior period comparative			2020 Total £
	Restricted £	Unrestricted £	
Grants	96,241	-	96,241
Fees for activities	-	491,933	491,933
Other income	1,060	24,386	25,446
Contracts	4,251	26,000	30,251
Total income from charitable activities	101,552	542,319	643,871

5. Income from other trading activities

	Restricted £	Unrestricted £	2021 Total £
Shop, cafe and theatre sales	-	14,231	14,231
Prior period comparative			2020 Total £
	Restricted £	Unrestricted £	
Shop, cafe and theatre sales	2,744	51,105	53,849

6. Government grants

The charitable company received government grant income in the year under the Coronavirus Job Retention Scheme and from Arts Council England. The total value of such grants in the period ending 31 March 2021 was £78,202 (2020: £5,304). There are no unfulfilled conditions or contingencies attaching to these grants in 2020/21.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2021

7. Analysis of expenditure by type

	Staff Costs £	Other Costs £	2021 Total £
Raising funds	38,842	-	38,842
Total raising funds	38,842	-	38,842
Charitable activities before governance costs	536,470	199,935	736,405
Governance costs allocated to charitable activities	9,278	2,502	11,780
Total expenditure on charitable activities	545,748	202,437	748,185
Total expenditure 2021:	584,590	202,437	787,027

Prior period comparative

	Staff Costs £	Other Costs £	2020 Total £
Raising funds	20,959	-	20,959
Total raising funds	20,959	-	20,959
Charitable activities before governance costs	536,979	240,537	777,516
Governance costs allocated to charitable activities	9,030	3,531	12,561
Total expenditure on charitable activities	546,009	244,068	790,077
Total expenditure 2020:	566,968	244,068	811,036

8. Resources expended by activity

	Direct costs £	Support costs: staff £	Support costs: office £	Support costs: premises £	2021 Total £
Education and training	10,574	2,552	502	243	13,870
Development and volunteering	45,717	12,552	2,467	1,194	61,930
Sport and leisure	19,513	310	61	29	19,913
Day opportunities	317,369	86,009	16,904	8,182	428,465
General	250,197	9,795	1,925	932	262,849
Total expenditure 2021:	643,371	111,218	21,858	10,581	787,027

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2021

8. Resources expended by activity (continued)

Prior period comparative:

	Direct costs £	Support costs: staff £	Support costs: office £	Support costs: premises £	2020 Total £
Education and training	19,517	10,164	1,634	1,173	32,488
Development and volunteering	39,485	11,746	1,889	1,356	54,476
Sport and leisure	21,214	3,028	487	350	25,079
Day opportunities	356,511	72,115	11,596	8,325	448,547
General	238,498	9,362	1,505	1,081	250,446
Total expenditure 2020:	675,225	106,415	17,111	12,285	811,036

9. Analysis of support and governance costs allocations

	Raising funds £	Charitable activities £	Support costs £	Governance costs £	2021 Total £
Direct costs	34,749	596,841	143,657	11,780	787,027
Reallocation of support costs	4,093	139,564	(143,657)	-	-
Reallocation of governance costs	-	11,780	-	(11,780)	-
Total expenditure 2021:	38,842	748,185	-	-	787,027

Prior period comparative:	Raising funds £	Charitable activities £	Support costs £	Governance costs £	2020 Total £
Direct costs	17,379	645,285	135,811	12,561	811,036
Reallocation of support costs	3,580	132,231	(135,811)	-	-
Reallocation of governance costs	-	12,561	-	(12,561)	-
Total expenditure 2020:	20,959	790,077	-	-	811,036

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2021

10. Net movement in funds

This is stated after charging:

	2021 £	2020 £
Depreciation	1,800	600
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	386	771
Independent examiners' remuneration:		
▪ Independent examination (including VAT)	1,920	1,800

During the year, one trustee had expenses reimbursed relating to postage and stationary and finance training (2020: three, travel).

11. Staff costs and numbers

Staff costs were as follows:

	2021 £	2020 £
Salaries and wages	535,452	517,968
Social security costs	32,248	32,343
Pension costs	16,890	16,657
Subtotal: staff costs before relief staff	584,590	566,968
Add: relief staff	35,828	30,164
Total staff costs:	620,418	597,132

Relief staff costs are charged to the activity to which they relate.

No employee earned more than £60,000 during the year. The key management personnel of the charitable company comprise the Trustees and Chief Executive Officer. The total employee benefits of the key management personnel were £43,629 (2020: £42,462).

	2021 No.	2020 No.
Average head count	47	46
Full time equivalent	24	24

12. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2021

13. Tangible fixed assets	Fixtures and fittings £
Cost	
At 1 April 2020	5,399
Additions in year	-
At 31 March 2021	5,399
Depreciation	
At 1 April 2020	600
Charge for the year	1,800
At 31 March 2021	2,400
Net book value	
At 31 March 2021	2,999
At 31 March 2020	4,799

14. Debtors	2021 £	2020 £
Trade debtors	31,683	28,008
Prepayments and accrued income	16,458	9,238
Other debtors	-	556
	48,141	37,802

15. Creditors : amounts due within 1 year	2021 £	2020 £
Trade creditors	18,843	10,331
Accruals	7,741	5,187
Deferred income (see note 16)	3,575	3,475
Other creditors	2,424	2,891
Other taxation and social security	-	8,202
	32,583	30,086

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2021

16. Deferred income

	2021 £	2020 £
At 1 April 2020	3,475	-
Deferred during the year	100	3,475
Released during the year	-	-
At 31 March 2021	<u>3,575</u>	<u>3,475</u>

Deferred income relates to income for events invoiced in advance of the event date.

17. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	2,999	-	-	2,999
Current assets	57,885	6,514	388,340	452,739
Current liabilities	-	-	(32,583)	(32,583)
Net assets at 31 March 2021	<u>60,884</u>	<u>6,514</u>	<u>355,757</u>	<u>423,155</u>
Prior period comparative				
	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	4,799	-	-	4,799
Current assets	24,896	19,223	270,406	314,525
Current liabilities	-	-	(30,086)	(30,086)
Net assets at 31 March 2020	<u>29,695</u>	<u>19,223</u>	<u>240,320</u>	<u>289,238</u>

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2021

18. Movements in funds

	At 1 April 2020 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2021 £
Restricted funds					
Big Lottery Fund (Inclusive Volunteering)	5,497	69,366	(69,383)	-	5,480
E F Bulmer Benevolent Fund	1,883	-	(1,883)	-	-
Edward Gosling Foundation	11,219	-	(100)	-	11,119
Arts Council	-	21,027	(21,027)	-	-
Eveson Charitable Trust	4,505	15,000	(12,005)	-	7,500
Acheeva Bed	5,591	-	(1,800)	-	3,791
About Face	1,000	1,750	-	-	2,750
Big Lottery (COVID)	-	83,722	(80,795)	-	2,927
Screwfix	-	5,000	-	-	5,000
HSBC	-	15,000	-	-	15,000
Friday lifelinks	-	450	-	-	450
Priory	-	2,500	(1,116)	-	1,384
Eaton Barn	-	1,359	-	2,000	3,359
Saxon Hall café	-	2,124	-	-	2,124
Total restricted funds	29,695	217,298	(188,109)	2,000	60,884
Unrestricted funds					
<i>Designated funds:</i>					
About Face Theatre Company	7,668	66,255	(73,923)	-	-
Wednesday lifelinks	1,206	17,417	(16,542)	-	2,081
Friday lifelinks	2,000	22,679	(22,679)	-	2,000
Smart Arts storytelling project	2,000	10,894	(11,133)	-	1,761
Clever Betsy crafts and retail	2,000	48,505	(50,405)	-	100
Saxon Hall café	3,600	7,104	(10,801)	-	(97)
Craft projects and activities	(1,966)	52,600	(50,178)	-	456
Sport and leisure	2,715	5,890	(8,392)	-	213
<i>Total designated funds</i>	19,223	231,344	(244,053)	-	6,514
General funds	240,320	472,302	(354,865)	(2,000)	355,757
Total unrestricted funds	259,543	703,646	(598,918)	(2,000)	362,271
Total funds	289,238	920,944	(787,027)	-	423,155

Transfers between funds represent a match funding contribution by Echo from free reserves to restricted funds as part of a fundraiser for a new heating system for Eaton Barn.

Notes to the financial statements

For the year ended 31 March 2021

18. Movements in funds (continued)

Purposes of restricted funds

Big Lottery Fund (Inclusive Volunteering)

Year 3 of a 5-year "Inclusive Volunteering" grant for hard to reach groups. A grant to enable people with learning disabilities to contribute as active citizens; and be recognised for the skills, talents, and value they bring to society. This is achieved through a supported volunteering programme and a buddying scheme.

E F Bulmer Benevolent Fund (volunteer support)

To contribute towards the salary and other costs of our participant involvement work. This work enables people with learning disabilities to take a full and meaningful role in the running of our organisation.

Edward Gosling Foundation

To develop sports opportunities for disabled people in Herefordshire. Working alongside Special Olympics GB, becoming the lead body for sports in the county. This fund was carried over due to lack of ability to undertake sports activities during 2020-2021.

Arts Council

Support for About Face, our theatre company, to help it through the COVID pandemic and ensure its ongoing sustainability.

Eveson Charitable Trust

To part fund the salary and other costs of our Deputy Chief officer, Life Skills and Leisure. Her work enables people with learning disabilities to lead full, inclusive and purposeful lives and to develop community networks and relationships.

Acheeva Bed

To raise and spend money on a HI/LOW bed to enable relaxation; and additional sensory items for the room.

About Face

Funds raised for the About Face Theatre Company.

Big Lottery (COVID)

This was funding to help support ECHO through the COVID pandemic. Funding was used to secure the long-term sustainability of ECHO by supporting key roles and costs of ECHO and to prepare the organisation for re-opening and the additional costs to being COVID compliant. There was also funding (including capital items) to help participants access online services.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2021

Screwfix

Funding to improve our furniture upcycling project Studio Mirai including the provision of external storage to better manage donations and development of our outdoor space to enable outdoor working.

HSBC

Funding to improve facilities at our Clever Betsy project and refurbishment of the ECHO shop space.

Friday lifelinks

Funds to support activities of Friday lifelinks, a voluntary community support group, doing shopping for older or housebound people.

Priory

Funds raised to support specific activities within the Priory Project.

Eaton Barn

Funds to provide Eaton Barn Community Garden, ECHO's horticultural project, with a new heating system.

Saxon Hall café

Funding to support the Saxon Hall community café, run by ECHO in partnership with Saxon Hall.

Purposes of designated funds

About Face Theatre Company

The theatre company works with actors with learning disabilities delivering high quality theatre to festivals, community halls and other venues.

Wednesday lifelinks and Friday lifelinks

Providing voluntary community support, doing shopping for older or housebound people, arts and craft activities, and cooking and eating together. They are active fundraisers, hosting coffee mornings and market stalls to raise money for their project and ECHO.

Smart Arts storytelling project

A storytelling group helping to develop imagination and memory. Discovering hidden talent through song, signing, music and art.

Clever Betsy crafts and retail

Making and selling a range of crafts from cards to rugs. The group learn a variety of skills in craft making and sort donated goods to sell in the retail shop. Learning to serve customers and maintaining

Saxon Hall café

In partnership with Saxon Hall, the group prepare and offer a small range of cakes, lunches, teas and coffees in their café two days a week.

Craft projects and activities

Offering various craft opportunities to adults with learning disabilities based across Hereford and Leominster, including weaving, and developing craft skills with materials.

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2021

18. Movements in funds (continued)

Sport and leisure

Supporting a range of sport and leisure activities for adults with learning disabilities, football, tennis, yoga, and club nights.

Prior period comparative	At 1 April 2019 £	Income £	Expenditure £	Transfers between £	At 31 March 2020 £
Restricted funds					
Big Lottery Fund	13,101	65,423	(73,027)	-	5,497
The Croft Trust	79	-	(79)	-	-
E F Bulmer Benevolent Fund	1,955	7,500	(7,572)	-	1,883
Edward Gosling Foundation	-	11,219	-	-	11,219
Arts Council	9,306	5,304	(14,610)	-	-
Elmley Foundation	5,000	-	(5,000)	-	-
Eveson	9,685	15,000	(20,180)	-	4,505
Marshfields Welfare Fund	3,240	-	(3,240)	-	-
Bailey Thomas	(48)	-	-	48	-
Big Lottery Fund (Building Capabilities)	4,373	-	(4,373)	-	-
Acheeva Bed	-	6,191	(600)	-	5,591
About Face	-	1,000	-	-	1,000
Royal Horticultural Society	2,677	-	(2,677)	-	-
Total restricted funds	49,368	111,637	(131,358)	48	29,695
Unrestricted funds					
<i>Designated funds:</i>					
About Face Theatre Company	34,116	81,970	(108,418)	-	7,668
Wednesday lifelinks	2,125	15,576	(16,495)	-	1,206
Friday lifelinks	13,871	23,104	(34,975)	-	2,000
Smart Arts storytelling project	19,338	11,193	(28,531)	-	2,000
Clever Betsy crafts and retail	5,439	65,402	(68,841)	-	2,000
Saxon Hall café	3,552	12,126	(12,078)	-	3,600
Craft projects and activities	(5,220)	68,424	(65,170)	-	(1,966)
Sport and leisure	5,061	18,079	(20,425)	-	2,715
Development fund	25,000	-	(25,000)	-	-
<i>Total designated funds</i>	103,282	295,874	(379,933)	-	19,223
General funds	189,021	351,092	(299,745)	(48)	240,320
Total unrestricted funds	292,303	646,966	(679,678)	(48)	259,543
Total funds	341,671	758,603	(811,036)	-	289,238

ECHO for Extra Choices in Herefordshire Limited

Notes to the financial statements

For the year ended 31 March 2021

19. Operating lease commitments

The charity had operating leases at the year end with total future minimum lease payments as follows:

	2021	2020
	£	£
Amount falling due:		
Within 1 year	38,228	23,762
Within 1 - 5 years	18,300	36,600
	<u>56,528</u>	<u>60,362</u>

20. Related party transactions

There were no related party transactions during the current or prior year.

21. Prior period restatement

The prior period has been restated to reclassify £150,000 held in cash at bank and in hand to current asset investments.

Alison Godfrey
Godfrey Wilson Limited
Chartered Accountants & Statutory Auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

2 September 2021

Dear Alison

Letter of Representations on the Financial Statements for the Year Ended 31 March 2021

We confirm that the following representations are made on the basis of enquiries of the trustees, management and staff with relevant knowledge and experience (and, where appropriate, of inspection of supporting documentation) sufficient to satisfy ourselves that we can properly make each of the following representations to you:

1. We have fulfilled our responsibilities as trustees, as set out in the terms of your engagement letter dated 16 April 2020, under the Companies Act 2006 for preparing financial statements, in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

We confirm that in our opinion the financial statements give a true and fair view and in particular that where any additional information must be disclosed in order to give a true and fair view that information has in fact been disclosed. We confirm that the selection and application of the accounting policies used in the preparation of the financial statements are appropriate, and we approve these accounts for the year ended 31 March 2021.

2. We confirm that all accounting records have been made available to you for the purpose of your examination, in accordance with your terms of engagement, and that all the transactions undertaken by the charity have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all management, trustees' and members' meetings, have been made available to you. We have given you unrestricted access to persons within the charity in order to obtain evidence and have provided any additional information that you have requested for the purposes of your examination.
3. We confirm the charity has satisfactory title to all assets and there are no liens or encumbrances on the assets, except for those disclosed in the financial statements.
4. We confirm that significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable. We confirm that we have no plans or intentions that may materially alter the carrying value and where relevant the fair value measurements or classification of assets and liabilities reflected in the financial statements.

5. We confirm that the charity has no liabilities or contingent liabilities other than those disclosed in the financial statements.
6. We confirm that all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements have been disclosed to you and accounted for and disclosed in accordance with the applicable financial reporting framework.
7. We confirm that there have been no events since the balance sheet date which require disclosing or which would materially affect the amounts in the financial statements, other than those already disclosed or included in the financial statements.
8. We confirm that we are aware that a related party of the charity is a person or organisation which either (directly or indirectly) controls, has joint control of, or significantly influences the charity or vice versa and as a result will include: trustees/directors, other key management, close family and other business interests of the previous. We confirm that all related party relationships and transactions have been accounted for and disclosed in accordance with the applicable financial reporting framework.
9. We confirm that the charity neither had, at any time during the year, any arrangement, transaction or agreement to provide credit facilities (including advances and credits granted by the charity) for trustees, nor provided guarantees of any kind on behalf of the trustees except as disclosed in the financial statements.
10. We confirm that the charity has not contracted for any capital expenditure other than as disclosed in the financial statements.
11. We confirm that the charity has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.
12. We confirm that we are not aware of any possible or actual instance of non-compliance with those laws and regulations which provide a legal framework within which the charity conducts its activities and which are central to the charity's ability to conduct its activities, except as explained to you and as disclosed in the financial statements.
13. We acknowledge our responsibility for the design, implementation and maintenance of internal controls to prevent and detect fraud. We confirm that we have disclosed to you the results of our risk assessment of the risk of fraud in the organisation. There have been no deficiencies in internal control of which we are aware.
14. We confirm that there have been no actual or suspected instances of fraud involving trustees, management or employees who have a significant role in internal control or that could have a material effect on the financial statements. We also confirm that we are not aware of any allegations of fraud by trustees, former trustees, employees, former employees, regulators or others.
15. We confirm that, in our opinion, the charity's financial statements should be prepared on the going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. In reaching this conclusion, we have taken into account all relevant matters of which we are aware, and have considered a period of at least one year from the date on which the financial statements will be approved.
16. We confirm that in our opinion the effects of uncorrected misstatements are immaterial, both individually and in aggregate, to the financial statements as a whole.
17. We confirm that we are not aware of any matters of material significance that should be reported to regulators. We confirm that all correspondence with the Charity Commission has been made available to you.

18. We confirm that all grants, donations and other income, including those subject to special terms or conditions or received for restricted purposes, have been notified to you. There have been no breaches of terms or conditions during the period regarding the application of such income.

Yours sincerely

Blaise White

Blaise White – Treasurer

For and on behalf of the trustees of ECHO for Extra Choices in Herefordshire Limited