

Charity Registration No. 1097475

Company Registration No. 04407339 (England and Wales)

**ASHFORD PLACE**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

# ASHFORD PLACE

## LEGAL AND ADMINISTRATIVE INFORMATION

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|                   |                                                                                          |                              |
|-------------------|------------------------------------------------------------------------------------------|------------------------------|
| Trustees          | C Fitzgerald                                                                             |                              |
|                   | M Fox                                                                                    |                              |
|                   | Asma Bennani                                                                             |                              |
|                   | B Kinder                                                                                 |                              |
|                   | J Hinton                                                                                 |                              |
|                   | I Hemani                                                                                 |                              |
|                   | W Pearse                                                                                 | (Appointed 24 February 2021) |
|                   | E Kong                                                                                   | (Appointed 24 February 2021) |
|                   | K Bateman                                                                                | (Appointed 30 June 2021)     |
| CEO and Secretary | D Maher                                                                                  |                              |
| Charity number    | 1097475                                                                                  |                              |
| Company number    | 04407339                                                                                 |                              |
| Registered office | 60 Ashford Road<br>Cricklewood<br>London<br>NW2 6TU                                      |                              |
| Auditor           | HW Fisher LLP<br>Acre House<br>11-15 William Road<br>London<br>United Kingdom<br>NW1 3ER |                              |
| Bankers           | Barclays Bank<br>171 Cricklewood Broadway<br>London<br>NW2 3JB                           |                              |
| Solicitors        | Linklaters<br>1 Silk Street<br>London<br>EC2Y 8HQ                                        |                              |

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# ASHFORD PLACE

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**(Company Limited by Guarantee)**

**TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 MARCH 2021**

The Board of Trustees are pleased to present their Trustees' Annual Report and financial statements for the year ending 31 March 2021. The Trustees' Annual Report contains a Directors' Report as required by company law. The financial statements comply with the requirements of the Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS102 (effective 1 January 2019).

### **Corporate Structure**

Ashford Place – formerly known as Cricklewood Homeless Concern - is a Charitable Company limited by guarantee, incorporated on 2 April 2012, and registered as a charity on 12 May 2013. The company is established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

### **Board of Trustees**

The business of the charity is governed by the Board of Trustees (The Board). The members who served during the year and up to the date of approval of the financial statements are listed in the administrative details section below. The Trustees are responsible for overseeing the management of all the affairs of Ashford Place. The Trustees are appointed, elected, or re-elected according to procedures set out in the articles of association, which along with the memorandum of association, are the governing documents. Trustee recruitment is conducted by the Board. An individual induction programme for each new Trustee is agreed and implemented, covering all aspects of the role and organisation. Its work includes setting strategic direction and agreeing financial plans. The Board acts on advice and information from regular meetings with the Chief Executive. The Board meets at least four times a year for board meetings. The Resources sub-committees and the Advisory Groups also meet at least four times a year.

Attendance at Board meetings is recorded, and Trustees are expected to attend at least three Board meetings a year.

## Administrative Details

| Name               | Position                                    | Appointed                                       | Resigned      |
|--------------------|---------------------------------------------|-------------------------------------------------|---------------|
| Doug Crawford      | Chair                                       | September 2006                                  | November 2020 |
| Carey Fitzgerald   | Trustee                                     | June 2015 as Trustee<br>April 2021 as Co-Chair  |               |
| Lynn Hodges        | Trustee (Treasurer Jan 2018 – January 2021) | June 2015                                       | January 2021  |
| Penny Bernstock    | Trustee                                     | April 2017                                      | February 2021 |
| Mark Fox           | Trustee                                     | April 2017 as Trustee<br>April 2021 as Co-Chair |               |
| Benjamin Kinder    | Trustee                                     | October 2018                                    |               |
| Asma Bennani       | Trustee                                     | February 2019                                   |               |
| Horatio Waller     | Trustee                                     | February 2019                                   | January 2021  |
| Irfan Hemani       | Trustee                                     | November 2019                                   |               |
| Jennifer Hinton    | Trustee                                     | November 2019                                   |               |
| Christopher Ingram | Trustee                                     | June 2020                                       | June 2021     |

|                 |                                             |                                                              |  |
|-----------------|---------------------------------------------|--------------------------------------------------------------|--|
| William Pearce  | Trustee                                     | February 2021<br>as Trustee<br><br>July 2021 as<br>Treasurer |  |
| Etheldreda Kong | Trustee                                     | February 2021                                                |  |
| Karen Bateman   | Trustee                                     | June 2021                                                    |  |
|                 |                                             |                                                              |  |
| Danny Maher     | Secretary and Chief Executive Officer (CEO) | August 1998                                                  |  |

## Statement of Trustees' Responsibilities

The Trustees (who are also Directors of Ashford Place for the purposes of Company Law) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the Trustees to prepare financial statements for each financial year. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and the principles in the Charities SORP – Statement of Recommended Practice
- Make judgments and estimates that are reasonable and prudent
- State whether applicable UK accounting standards have been followed
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operations

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions; to disclose with reasonable accuracy at any time the financial position of the charitable company; and to 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 charitable company and, hence, taking reasonable steps for the prevention and detection of fraud and other irregularities.

## Organisational Structure

The Trustees delegate the day to day running of the organisation to the Senior Management Team (SMT) i.e., Chief Executive Office, and Finance & Operations Director. At Ashford Place, we believe a non-hierarchical structure is conducive to achieving our aims. We aim to foster an open and honest culture and rely heavily on the contribution of 22 staff and 35 volunteers.

## Public Benefit

We have developed our strategic plans to ensure that we provide public benefit and achieve our objectives as set out in our governing document. The objectives include.

- amelioration of poverty,
- the relief of unemployment,
- the advancement of education,
- the advancement of health and
- the relief of those in need, by reason of youth, age, mental and physical wellbeing, disability, financial hardship, or another disadvantage

We seek to achieve these by.

- the provision of advice and practical assistance, and
- the provision of day care services and outreach support, for people who are vulnerable and disadvantaged by virtue of homelessness, poor mental health, old age-related conditions such as dementia, socially isolated, living in Cricklewood, the London Borough of Brent and throughout London.

These objectives fall under the purposes defined by the Charities Act 2011. We have referred to 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.

## Purpose and Aims

The Charity is established to provide support services for those who are vulnerable which includes, but is not limited to, substance misuse, homelessness, unemployment, poor mental health, later life associated problems such as memory loss. The Charity also supports residents who need our services such as training and employability services, counselling and social activities and recreational opportunities. We continue to develop a community resource that integrates this mixed community as a means of developing a more inclusive and mutually supporting community.

## Business Strategy

During the year, the Board of Trustees directed the SMT to focus on and respond to the corona virus pandemic, ensuring a full risk assessment was in place to protect staff, volunteers, clients, and visitors, at times when regulations allowed face to face engagement. The Board of Trustees will lead on the development of a business strategy post pandemic.



(Company Limited by Guarantee)

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 MARCH 2021

### Our Vision, Mission and Principles

Our Vision: - 'Social Inclusion of all'

Strapline: Transforming Lives Together

Our Mission: - To offer a full range of effective community-based services for homeless and socially isolated people enabling them to live independent and fulfilled lives.

### Our Guiding Principles and Strategy

We work to a set of guiding principles and practices that underpin everything we do. These are:

**Prevention:** we seek to identify issues before they arise and take pre-emptive action.

**Inclusion in the Community:** we act as a community catalyst to energise, coordinate, and harness the capabilities of multiple stakeholders.

**Collaborative Transformation:** we deliver interventions and solutions, which build capability to transform lives and attitudes.

**Self Determination:** we support clients to use their skills and experiences to identify routes to personal, social, and financial independence.

**Ambitious and Innovative Solutions:** we encourage new and innovative approaches and the use of technology to deliver scalable and sustainable solutions.

**Sustained Impact:** we make a sustained social and economic impact on the livelihoods of the individuals and communities we serve.

### Our strategic approach emphasises:

- the need to prevent and end isolation through inclusion in the community
- the need to have a decent home and to remain healthy
- the importance of employment or meaningful activity
- having a strong sustainable community spirit that supports everyone.

### Financial Review

Details of our income and expenditure are set out in the Statement of Financial Activities (SOFA). Incoming resources for the year were £1,695,221 (2020: £1,133,258) and total resources spent on charitable activities were £1,194,826 (2020: £1,098,626), resulting in a net surplus of funds for the year of £500,395 (2020: £34,632).

The principal source of income continues to be from projects undertaken for the charity's objectives and are detailed in the SOFA totalling £1,571,287 (2020: £1,055,098). Restricted income for the year was £1,375,948 of which £753,007 is being carried forward to be spent in 2021/22 (See note 16).

## Principal Funding Sources

Our principal sources of funding continue to be from Local and Central Government, Brent Council, Irish Government, Charitable Trusts, and Individual Donations. We are also looking to widen our scope of funding from digital and corporate sources. All these sources are under pressure due to budget cuts and underlying economic uncertainties mostly because of the COVID-19. We continue to look at reducing further our cost base as well as attempting new ways for income generation such as digital fundraising and corporate sponsorship.

## A summary of the impact of Coronavirus (COVID-19) on operations at Ashford Place

At the time of writing, the UK continues to be impacted by COVID-19 which started mid-March 2020. Government guidelines dictated that we needed to close our Centre as we were unable to guarantee social distancing for our clients, staff, volunteers, and visitors. The last twelve months have been a mixture of different COVID-19 Tiers and lockdowns. The COVID-19 control measures affected and continue to affect the charity's activities in the following ways:

- All face-to-face support services changed to phone/digital contact with clients
- Staff and volunteers working at home
- Our homelessness Assessment Centre closed with the rehousing of homeless clients to other more suitable accommodation.
- Day care clients were supported digitally, phone and on the doorstep
- Impact on cash flow – our income streams changed. We lost income relating to housing services and to food service. We have retained the level of reserves required in our reserves policy. We secured funding by submitting numerous bids relating to help available to cover the impact of COVID 19 in terms of loss of income and growth in demand for our services.

Response:

- Regular digital support of staff both individually and groups
- Ongoing support of volunteers
- Continued fundraising e.g., trusts & foundations, Local Authority, and donations
- Identified and reduced running costs
- Continued assessment by the board as to the ongoing impact of COVID-19

## Trustees' Annual Risk Statement

A rigorous process for identifying risks and a clear risk management policy is central to meeting our obligations to clients, staff, and donors.

## Risk Management and Internal Controls

To be effective in our objectives and to meet our obligations to those who give us funding, we must identify and effectively manage risks, ensuring the risks we choose to take are understood and the decisions assessed appropriately. The board regularly reviews and updates the organisations' Risk Register at all board meetings to ensure risks are identified and managed.

## How we manage risk

The Trustees have created a framework for identifying, assessing, and controlling risks. The Board of Trustees is responsible for overseeing risk management. It delegates elements of the process to the CEO and SMT. The CEO and other members of staff ensure the policies agreed by the Board are implemented. At Ashford Place, we recognise we must balance the cost of risk mitigation against the cost of the risks themselves. We ask all employees, partners, and volunteers to manage the risks within their areas of responsibility.

The Board delegates the day-to-day monitoring of these risks to the CEO and other senior members of staff. Staff are kept up to date on the need to identify and monitor risks and report to the CEO and Board.

## Key Risks

The key risks currently identified by the Board are:

- COVID-19
- Succession planning
- Financial security

## Reserves Policy

The Trustees have established a policy whereby uncommitted unrestricted funds (general funds) should be 6 months of total expenditure excluding building project costs. The reserves are needed to meet the working capital requirements of the Charity and the Management Committee is confident at this level they would be able to continue the current activities of the Charity in the event of a significant drop in funding. The general funds are £400,776 of which £284,670 are free reserves. Total reserves held at the end of the year represent at least six months of total expenditure. The strategy is to continue to build reserves through planned operating surpluses even in these challenging times. The Management Committee has also considered the extent to which existing activities and expenditure could be curtailed, should such circumstances arise.

**Plans**

Having managed reasonably well despite the impact of COVID-19 our focus going forward will be on sustainability of the charity, quality services to our vulnerable clients, and how best to deliver support services in the, soon to be hoped for, post pandemic era. We anticipate that we will continue some form of social distancing to ensure the safety of all associated with Ashford Place. Within this cautious environment, we aim to provide our clients and residents with the best possible advice and support, opportunities to achieve social and financial independence and to make a positive contribution to the local community. All those involved in the life of Ashford Place: staff, trustees, volunteers, and clients will continue to contribute to the delivery of our services and activities. We will support our clients to be fully integrated within the community and to have the resources needed for a positive lifestyle. We will work with residents to create a welcoming, opportunistic, healthy, and positive local environment. We continue to provide our services where residents need them most i.e. right across the borough, therefore we will be setting up more pop-up sessions for local people. All this activity will take place according to the COVID-19 regulations as they play out over 2021/22.

**Services and Outcomes****Housing Services:**

As with our other services our Housing support programmes were severely challenged during the last twelve months. Most of the support was offered online and by phone. We started the year with the closure of our Assessment Centre. In April 2020 when we were instructed by the GLA and Brent Council to move all clients out of our Assessment Centre to hotels as our living quarters were not suitable to social distancing. The closure of the Assessment Centre meant the loss of most of our Housing staff. Whilst most clients were eventually housed, we have lost a key component of our housing service i.e. the ability to offer emergency accommodation to single homeless people.

We have continued with our Boost Up programme – i.e. supporting 18 – 24-year-old homeless people into secure accommodation, a service which is scheduled to end in June 2021 as funding ceases at that point. Our Big Lottery funded 'Independent Lifestyles' project also continued to support clients during the year and again funding for this work ends in June 2021

**Key achievements:**

- 146 single homeless people supported into housing
- 90 people offered support with associated challenges e.g. benefits advice, financial and debt information, access to NHS services
- Average of 60 meals a week in the first 9 months of the pandemic provided to existing and new clients
- Hybrid support via face to face and phone/digital support

**Social Inclusion**

Brent and parts of its surrounding boroughs are ranked amongst the top 15% of the most deprived areas of the country. This level of deprivation is characterised by high levels of long-term unemployment, lower than average incomes and a reliance on benefits and social housing. Loneliness and isolation are also associated with poor mental, physical, and emotional health. Socially isolated and lonely adults are more likely to experience early admission to residential or nursing care.

**Key achievements:**

- Promoting Ashford Place as a welcoming, accessible and first choice community hub offering programmes of social and leisure activities.
- Identifying more residents in need of inclusion, support, and advice through partnerships with external networks such as faith groups, GP surgeries, library, social networks etc.
- Providing a signposting and referral service for clients seeking opportunities which bring isolated people into contact with others on a regular basis.
- Providing a platform to give the socially isolated 'a voice' and increasingly involve clients in the design and delivery of services which will promote using their skills and life experience in a way that increases their confidence and self-determination.
- Identifying and supporting others in the community who may be at risk of social isolation by partnering with Brent Council's [Community Directory](#) of activities.

- **325** people accessed – in person and online - our social, learning and fun activities
- **95%** stated that they felt socially connected because of being a part of Ashford Place



## HEALTH & Wellbeing

The last twelve months have been challenging for everyone, and for those with mental health difficulties. Despite the barriers to physical engagement brought about by the pandemic we have continued to engage with our clients via phone, internet, and doorstep visits. This way of working has meant that we had to re-double our resources to ensure we continued to keep in contact with everyone at least once a week. Over time we began to be more confident in our use of digital communication and many of our clients are now reasonably able to take part in zoom-based activities, with the occasional face to face support in between the various lockdowns throughout the year.

Working with communities across Brent and focusing on BAME and Faith communities, we engage with groups who do not tend to access health and wellbeing support whether it be mental health, physical health, dementia, and general advice services. Most of our clients live with mental health challenges or dementia, are carers, homeless or have been homeless, socially isolated, long term unemployed and aged 18 and above. All the activities Ashford Place delivers are accompanied by health and wellbeing messages and promote positive health. We work alongside Brent CCG's and Brent Council jointly funded Peer Support programme to ensure we work in partnership and optimise the lived experience of clients.

### Key achievements

- Working alongside [Hestia](#) and contracted by Brent Clinical Commissioning Group we together continued to support people with long term mental health problems, to strengthen their confidence and self-esteem and to move closer to being able to find employment. Our team of Mentors and Befrienders were an invaluable support and have been one of the highlights of this challenging year. The contract ended at the end of April 2021 which has been a challenge for everyone involved as we are keen to ensure our clients continue to be supported by the new contractor.
- Increased outreach across Brent via zoom and doorstep interventions.
- Continued development of our Dementia Peer Support Project enabling people living with dementia to lead on positive solutions.

- Continued support of our dementia cafes which were particularly challenged during the pandemic, but who continue their work in supporting the creation of a dementia friendly borough. Community Action on Dementia – Brent, a campaigning group received 'working to become a dementia friendly borough' status in December 2020 from the Alzheimer's Society. Ashford Place is a key partner working along with this group.
- Development of social activities programmes offering via zoom and face to face when Covid-19 regulations allowed.
- **120** people provided with counselling support.
- **145** active members of our Fit + Well programme.
- Supporting **10** suitable local heroes who themselves deliver Health & Wellbeing support
- **4000** nutritious healthy lunches, served in our Community Café when regulations allowed, and a mixture of takeaways and home deliveries.
- Side Door café offering a cuppa and social connection.



## Working Together

Ashford Place sees itself as a charity for the whole community and as such is keen to join residents and businesses to develop a pleasant and sustainable place for all of us. As Chair of the Cricklewood Town Team (CTT) since 2009 Danny Maher, CEO of Ashford Place continued to meet with the CTT membership, mostly via zoom to discuss the Town Team's response to COVID-19 and how best to support residents and local businesses. Despite the challenging year, the Town Team continues to improve and develop the area and remained the voice of residents in our community.

CTT volunteers work in partnership with residents, business and statutory bodies and have been working hard to improve the environment in Cricklewood over ten years. We benefit from thriving local resident associations such as NorthWestTwo, the Railway Cottages, Mapesbury RA and groups such as Clitherhouse Farm, local businesses, our Councillors from our surrounding wards of Mapesbury (Brent), Childs Hill (Barnet) and Fortune Green (Camden), and of course our residents.

## Key achievements:

The Brent NCIL-funded pedestrianisation of Oaklands Road/Broadway. Completion and formal opening in July 21 coincided with the easing of the latest lockdown. The project was completed in March 21 and now offers a safe attractive pedestrian space including improved air-quality on the Broadway.

The Town Team's partnership with GTR at Cricklewood station enabled CTT and residents' associations to obtain funding for improved facilities at the Station. There is a stunning art installation on the approach to Platform 1 by local artist and CTT member, Alistair Lambert acknowledging the historical presence of the aeronautical industry in Cricklewood. A history project will be installed in the new passenger waiting area as soon as this has been finalised, bringing the story of Cricklewood over the past 150 years. The plan for the garden on the platform was stopped by the rail companies from a safety viewpoint. However, the wonderful repainting of Cricklewood on the railway bridge was undertaken by using that funding and a lot of hard work by Northwest Two RA to get all the requirements in place for the work to be undertaken safely.

CTT continued to work with the Cricklewood Business Association to ensure clear communication of public realm projects and their development on the Broadway e.g. Brent Cross development which include new road works on the Broadway.

The TfL Legible London signpost installation was completed during the year

The Cricklewood Community Library continues to be developed and is expected to formally open in the autumn of 2021. CTT encourages residents to get involved in the range of planned activities. It's been a hard struggle to raise the funds and credit goes to this local success. [www.cricklewoodlibrary.org.uk](http://www.cricklewoodlibrary.org.uk)

The search for community space in Cricklewood continues; the Town Team aims to use the space for local involvement in environmental and well-being issues. [www.cricklewood.net](http://www.cricklewood.net)

## How we help

We help people to achieve their potential, and to achieve social and financial independence. We do this by providing services as far as possible tailored to their needs. Our Poly Centre, with 99% of services under one roof, enables us to provide a more rapid and appropriate response and beneficial outcomes, thus moving people onto greater control of their lives more quickly than in previous years. We will take the lessons of the last year to reflect a different service delivery model e.g. hybrid of digital and face to face engagement with client.



(Company Limited by Guarantee)

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 MARCH 2021

Many of our clients have multiple challenges and require a range of support that enables them to achieve personal and social fulfilment. Unfortunately, the trend towards increasing demand for our services continues, given the reduction in statutory services and the increasing financial and health pressures experienced by more and more people.

Again, as for last year, we are seeing an increasing demand for our services, increasing numbers of people with more complex issues, and more and more who are housebound due to serious mental and physical health problems. Add to that the serious issues that were amplified by COVID-19 e.g., health inequalities, increased numbers of people reporting mental health problems, and the widening gap between digitally connected and disconnected communities. All these combine to put pressure and responsibility on Ashford Place to continue responding as best we can particularly as our resources have not increased but demand has.

However, as highlighted in our strategic plan (<https://www.ashfordplace.org.uk/about-us/our-approach> website page), our approach is to help clients to take a lead role in overcoming barriers to a positive lifestyle with the pro-active participation of their peers and the local community. From April 2021 onwards we have been reviewing and refreshing our Business Strategy to include lessons learned from the pandemic and to find new ways of supporting people.

We are blessed with having a very supportive and proactive local community, very professional partners and a client group who are open to recognising their strengths and working collaboratively with us on to achieve solutions within our community.

#### **Disclosure of information to auditor**

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

#### **Auditor**

A resolution to reappoint HW Fisher LLP as auditor will be proposed at a Board of Trustees meeting later in the year.

Signed on behalf of the trustees

William Pearce  
Treasurer

Date 23 September 2021

# ASHFORD PLACE

## INDEPENDENT AUDITOR'S REPORT

### TO THE TRUSTEES OF ASHFORD PLACE

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#### Opinion

We have audited the financial statements of Ashford Place (the 'charity') for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including 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 charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, 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 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 contained within the annual report. 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. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

#### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our 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 charity 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.

# ASHFORD PLACE

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF ASHFORD PLACE

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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 trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose 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 charitable company or to cease operations, or have no realistic alternative but to do so.

#### Auditor's 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 extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

As part of our planning process:

- We enquired of management the systems and controls the charity has in place, the areas of the financial statements that are most susceptible to the risk of irregularities and fraud, and whether there was any known, suspected or alleged fraud. The charity did not inform us of any known, suspected or alleged fraud.
- We obtained an understanding of the legal and regulatory frameworks applicable to the company. We determined that the following were most relevant: the Charity SORP, FRS 102, Charities Act 2011 and Companies Act 2006.
- We considered the incentives and opportunities that exist in the charity, including the extent of management bias, which present a potential for irregularities and fraud to be perpetuated, and tailored our risk assessment accordingly.
- Using our knowledge of the charity, together with the discussions held with the charity at the planning stage, we formed a conclusion on the risk of misstatement due to irregularities including fraud and tailored our procedures according to this risk assessment.

The key procedures we undertook to detect irregularities including fraud during the course of the audit included:

- Identifying and testing journal entries and the overall accounting records, in particular those that were significant and unusual.
- Reviewing the financial statement disclosures and determining whether accounting policies have been appropriately applied.
- Assessing the extent of compliance, or lack of, with the relevant laws and regulations.
- Assessing the validity of the classification of income, expenditure, assets and liabilities between unrestricted and restricted funds.
- Documenting and verifying all significant related party balances and transactions.
- Reviewing documentation such as the charity board minutes, for discussions of irregularities including fraud.

## ASHFORD PLACE

### INDEPENDENT AUDITOR'S REPORT (CONTINUED)

#### TO THE TRUSTEES OF ASHFORD PLACE

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Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements even though we have properly planned and performed our audit in accordance with auditing standards. The primary responsibility for the prevention and detection of irregularities and fraud rests with the trustees of the charity.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://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 charitable company'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 charitable company's members those matters we are required to state to them in an auditors' 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



**Saalesh Mehta (Senior Statutory Auditor)**  
**for and on behalf of HW Fisher LLP**

Chartered Accountants  
Statutory Auditor  
Acre House  
11-15 William Road  
London  
NW1 3ER  
United Kingdom



# ASHFORD PLACE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 31 MARCH 2021**

### Current financial year

|                                                           |       | Unrestricted<br>funds<br>general<br>2021<br>£ | Unrestricted<br>funds<br>designated<br>2021<br>£ | Restricted<br>funds<br>2021<br>£ | Total<br>2021<br>£ | Total<br>2020<br>£ |
|-----------------------------------------------------------|-------|-----------------------------------------------|--------------------------------------------------|----------------------------------|--------------------|--------------------|
|                                                           | Notes |                                               |                                                  |                                  |                    |                    |
| <b><u>Income and endowments from:</u></b>                 |       |                                               |                                                  |                                  |                    |                    |
| Donations and gifts                                       | 3     | 24,786                                        | -                                                | 30,137                           | 54,923             | 77,783             |
| Charitable activities                                     | 4     | 225,476                                       | -                                                | 1,345,811                        | 1,571,287          | 1,055,098          |
| Investments                                               | 5     | 572                                           | -                                                | -                                | 572                | 377                |
| Other income                                              | 7     | 68,439                                        | -                                                | -                                | 68,439             | -                  |
| <b>Total income</b>                                       |       | <b>319,273</b>                                | <b>-</b>                                         | <b>1,375,948</b>                 | <b>1,695,221</b>   | <b>1,133,258</b>   |
| <b><u>Expenditure on:</u></b>                             |       |                                               |                                                  |                                  |                    |                    |
| Charitable activities                                     | 8     | 299,928                                       | 48,000                                           | 846,898                          | 1,194,826          | 1,098,626          |
| <b>Net incoming resources before transfers</b>            |       | <b>19,345</b>                                 | <b>(48,000)</b>                                  | <b>529,050</b>                   | <b>500,395</b>     | <b>34,632</b>      |
| Gross transfers between funds                             | 12    | (7,616)                                       | 47,616                                           | (40,000)                         | -                  | -                  |
| <b>Net income for the year/<br/>Net movement in funds</b> |       | <b>11,729</b>                                 | <b>(384)</b>                                     | <b>489,050</b>                   | <b>500,395</b>     | <b>34,632</b>      |
| Fund balances at 1 April 2020                             |       | 389,047                                       | 2,342,613                                        | 263,957                          | 2,995,617          | 2,960,985          |
| <b>Fund balances at 31 March 2021</b>                     |       | <b>400,776</b>                                | <b>2,342,229</b>                                 | <b>753,007</b>                   | <b>3,496,012</b>   | <b>2,995,617</b>   |

All income and expenditure derives from continuing activities.

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

# ASHFORD PLACE

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 31 MARCH 2021**

Prior financial year

|                                                           |       | Unrestricted<br>funds<br>general<br>2020<br>£ | Unrestricted<br>funds<br>designated<br>2020<br>£ | Restricted<br>funds<br>2020<br>£ | Total<br>2020<br>£ |
|-----------------------------------------------------------|-------|-----------------------------------------------|--------------------------------------------------|----------------------------------|--------------------|
|                                                           | Notes |                                               |                                                  |                                  |                    |
| <b><u>Income and endowments from:</u></b>                 |       |                                               |                                                  |                                  |                    |
| Donations and gifts                                       | 3     | 48,983                                        | -                                                | 28,800                           | 77,783             |
| Charitable activities                                     | 4     | 446,747                                       | -                                                | 608,351                          | 1,055,098          |
| Investments                                               | 5     | 377                                           | -                                                | -                                | 377                |
| <b>Total income</b>                                       |       | <b>496,107</b>                                | <b>-</b>                                         | <b>637,151</b>                   | <b>1,133,258</b>   |
| <b><u>Expenditure on:</u></b>                             |       |                                               |                                                  |                                  |                    |
| Charitable activities                                     | 8     | 525,512                                       | 48,000                                           | 525,114                          | 1,098,626          |
| <b>Net incoming resources before transfers</b>            |       | <b>(29,405)</b>                               | <b>(48,000)</b>                                  | <b>112,037</b>                   | <b>34,632</b>      |
| Gross transfers between funds                             | 12    | 2,400                                         | (2,400)                                          | -                                | -                  |
| <b>Net income for the year/<br/>Net movement in funds</b> |       | <b>(27,005)</b>                               | <b>(50,400)</b>                                  | <b>112,037</b>                   | <b>34,632</b>      |
| Fund balances at 1 April 2019                             |       | 416,052                                       | 2,393,013                                        | 151,920                          | 2,960,985          |
| <b>Fund balances at 31 March 2020</b>                     |       | <b>389,047</b>                                | <b>2,342,613</b>                                 | <b>263,957</b>                   | <b>2,995,617</b>   |

All income and expenditure derives from continuing activities.

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

# ASHFORD PLACE

## BALANCE SHEET

AS AT 31 MARCH 2021

|                                                       | Notes | 2021<br>£ | £         | 2020<br>£ | £         |
|-------------------------------------------------------|-------|-----------|-----------|-----------|-----------|
| <b>Fixed assets</b>                                   |       |           |           |           |           |
| Tangible assets                                       | 13    |           | 2,346,782 |           | 2,341,886 |
| <b>Current assets</b>                                 |       |           |           |           |           |
| Debtors                                               | 14    | 38,037    |           | 94,737    |           |
| Cash at bank and in hand                              |       | 1,301,384 |           | 735,525   |           |
|                                                       |       | 1,339,421 |           | 830,262   |           |
| <b>Creditors: amounts falling due within one year</b> | 15    | (190,191) |           | (176,531) |           |
| Net current assets                                    |       |           | 1,149,230 |           | 653,731   |
| <b>Total assets less current liabilities</b>          |       |           | 3,496,012 |           | 2,995,617 |
| <b>Income funds</b>                                   |       |           |           |           |           |
| Restricted funds                                      | 16    |           | 753,007   |           | 263,957   |
| <u>Unrestricted funds</u>                             |       |           |           |           |           |
| Designated funds:                                     |       |           |           |           |           |
| Property                                              |       | 2,342,229 |           | 2,342,613 |           |
|                                                       | 17    | 2,342,229 |           | 2,342,613 |           |
| General unrestricted funds                            |       | 400,776   |           | 389,047   |           |
|                                                       |       |           | 2,743,005 |           | 2,731,660 |
|                                                       |       |           | 3,496,012 |           | 2,995,617 |

The financial statements were approved by the Trustees on 23 September 2021



W Pearce  
Trustee

Company Registration No. 04407339

# ASHFORD PLACE

## STATEMENT OF CASH FLOWS

**FOR THE YEAR ENDED 31 MARCH 2021**

|                                                  |       | 2021     |           | 2020     |          |
|--------------------------------------------------|-------|----------|-----------|----------|----------|
|                                                  | Notes | £        | £         | £        | £        |
| <b>Cash flows from operating activities</b>      |       |          |           |          |          |
| Cash generated from operations                   | 21    |          | 637,383   |          | 108,058  |
| <b>Investing activities</b>                      |       |          |           |          |          |
| Purchase of tangible fixed assets                |       | (72,096) |           | (47,376) |          |
| Investment income received                       |       | 572      |           | 377      |          |
| <b>Net cash used in investing activities</b>     |       |          | (71,524)  |          | (46,999) |
| <b>Net cash used in financing activities</b>     |       |          | -         |          | -        |
| <b>Net increase in cash and cash equivalents</b> |       |          | 565,859   |          | 61,059   |
| Cash and cash equivalents at beginning of year   |       |          | 735,525   |          | 674,466  |
| <b>Cash and cash equivalents at end of year</b>  |       |          | 1,301,384 |          | 735,525  |

# ASHFORD PLACE

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2021

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#### 1 Accounting policies

##### Charity information

Ashford Place is a private company limited by guarantee incorporated in England and Wales. The registered office is 60 Ashford Road, Cricklewood, London, NW2 6TU.

##### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum & Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

Consolidated financial statements have not been prepared because inclusion of the dormant subsidiary, CHC Trading Limited would not be necessary to give a true and fair view.

##### 1.2 Going concern

The Trustees have considered the effect of the Covid-19 outbreak. The Trustees consider that the outbreak has caused some disruption to the Charity's business to date. The effect of the above has meant a continuation of many of our services but delivered in new ways and this has meant that staff and volunteers have had to learn quickly to keep up with the demand of new ways of working e.g. getting used to zoom one to one and group meetings, encouraging and supporting vulnerable clients to use technology to engage with us and for staff to stay in touch with each other on digital platforms rather than face to face. We believe that whilst our services will continue to be in demand and grow we will learn the lessons of Covid-19 and create service delivery methods that include a growing element of digital engagement as well as the more traditional face to face engagement with clients. Due to the lockdown and the government restriction Ashford Place had to stop the housing of vulnerable people, this was a large portion of the core activities of the charity, this still remains the case. Through the additional activities mentioned above the charity has been able to maintain a surplus in funds.

Funders have been particularly supporting during Covid-19 which has allowed us to continue delivering our services. Our reserves position coming into to April 21 and beyond has meant we have been able to continue supporting our clients albeit in a different way. We are acutely aware of the stresses experienced by our clients and our staff and volunteers and are in active discussions now to manage the risk and move towards a 'new normal' and what that will look like for Ashford Place.

The Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### 1.3 Charitable funds

Unrestricted funds are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

The property fund represents the net book value of the charity's freehold property.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

##### 1.4 Incoming resources

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

# ASHFORD PLACE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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#### 1 Accounting policies

(Continued)

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

Government grants are recognised at the fair value of the amount received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received. The charity has received grants under the Coronavirus Job Retention Scheme. The scheme is designed to compensate for staff costs, so amounts received or receivable are recognised in the income statement as part of other operating income over the same period as the costs to which they relate. Government grants are accounted for under the accrual model.

#### 1.5 Resources expended

Expenditure is recognised once there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost, net of depreciation and any impairment losses.

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

|                                 |                         |
|---------------------------------|-------------------------|
| Freehold Buildings              | 2% Straight Line        |
| Equipment and computer software | 20% - 33% Straight Line |

Freehold land is not depreciated.

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

#### 1.7 Impairment of fixed assets

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

#### 1.8 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments. The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

#### 1.9 Employee benefits

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

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.10 Retirement benefits

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

# ASHFORD PLACE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 1 Accounting policies

(Continued)

##### 1.11 Foreign exchange

Transactions in currencies other than pounds sterling are recorded at the rates of exchange prevailing at the dates of the transactions. At each reporting date, monetary assets and liabilities that are denominated in foreign currencies are retranslated at the rates prevailing on the reporting date. Gains and losses arising on translation are included in net income/ expenditure for the period.

#### 2 Critical accounting estimates and judgements

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

There are no critical accounting estimates during the year. However, the estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### 3 Donations and gifts

|                     | Unrestricted<br>funds<br>general<br>2021<br>£ | Restricted<br>funds<br>2021<br>£ | Total<br>2021<br>£ | Unrestricted<br>funds<br>general<br>2020<br>£ | Restricted<br>funds<br>2020<br>£ | Total<br>2020<br>£ |
|---------------------|-----------------------------------------------|----------------------------------|--------------------|-----------------------------------------------|----------------------------------|--------------------|
| Donations and gifts | 24,786                                        | 30,137                           | 54,923             | 48,983                                        | 28,800                           | 77,783             |

#### 4 Charitable activities

|                              | 2021<br>£ | 2020<br>£ |
|------------------------------|-----------|-----------|
| Support Services             | 1,571,287 | 1,055,098 |
| Analysis by fund             |           |           |
| Unrestricted funds - general | 225,476   | 446,747   |
| Restricted funds             | 1,345,811 | 608,351   |
|                              | 1,571,287 | 1,055,098 |

# ASHFORD PLACE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 5 Investments

|                     | Unrestricted<br>funds<br>general<br>2021<br>£ | Unrestricted<br>funds<br>general<br>2020<br>£ |
|---------------------|-----------------------------------------------|-----------------------------------------------|
| Interest receivable | 572                                           | 377                                           |
|                     | <u>          </u>                             | <u>          </u>                             |

#### 6 Department of Foreign Affairs and Trade; Emigrant Support Programme

Restricted fund income shown in note 4 above includes funding from the Department of Foreign Affairs and Trade; Emigrant Support Programme.

During the year end 31 March 2021, Ashford Place received grants of £198,479 (2020: £163,200) from the Department of Foreign Affairs and Trade, Emigrant Support Programme. The grant awarded covers the period to 30th June 2021 and was for the following:

|                                              |                           |
|----------------------------------------------|---------------------------|
| Elders Advocacy and Advice Services          | £131,000 (2020: £115,000) |
| Irish Dementia Project                       | £8,000 (2020: £8,000)     |
| Elders Lunch Club and Social Activities      | £10,200 (2020: £10,200)   |
| Organisation Costs towards All Irish Project | £Nil (2020: £20,000)      |
| Befriending project                          | £14,000 (2020: £10,000)   |
| Covid Response Fund                          | £28,679 (2020: Nil)       |
| Christmas 2019 Covid Fund                    | £6,600 (2020: Nil)        |

The grants awarded in the year ended 31 March 2021 have been partially spent in the year to 31 March 2021 and the balance of £42,450 has been spent in the current financial year by 30 June 2021. This balance was carried forward in restricted funds as at 31 March 2021.

#### 7 Other income

|                       | Unrestricted<br>funds<br>general<br>2021<br>£ | Total<br>2020<br>£ |
|-----------------------|-----------------------------------------------|--------------------|
| CJRS government grant | 68,439                                        | -                  |
|                       | <u>          </u>                             | <u>          </u>  |

# ASHFORD PLACE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 8 Charitable activities

|                                        | Support<br>Services<br>2021<br>£ | Support<br>Services<br>2020<br>£ |
|----------------------------------------|----------------------------------|----------------------------------|
| Staff costs                            | 710,107                          | 709,536                          |
| Service provision                      | 103,063                          | 78,483                           |
| Other expense                          | 27,928                           | 5,196                            |
| Travel and subsistence                 | 2,913                            | 5,431                            |
|                                        | <u>844,011</u>                   | <u>798,646</u>                   |
| Share of support costs (see note 9)    | 339,398                          | 288,012                          |
| Share of governance costs (see note 9) | 11,417                           | 11,968                           |
|                                        | <u>1,194,826</u>                 | <u>1,098,626</u>                 |
| <b>Analysis by fund</b>                |                                  |                                  |
| Unrestricted funds - general           | 299,928                          | 525,512                          |
| Unrestricted funds - designated        | 48,000                           | 48,000                           |
| Restricted funds                       | 846,898                          | 525,114                          |
|                                        | <u>1,194,826</u>                 | <u>1,098,626</u>                 |

#### 9 Support costs

|                           | Support costs<br>£ | Governance<br>costs<br>£ | 2021<br>£      | Support costs<br>£ | Governance<br>costs<br>£ | 2020<br>£      |
|---------------------------|--------------------|--------------------------|----------------|--------------------|--------------------------|----------------|
| Depreciation              | 67,200             | -                        | 67,200         | 61,757             | -                        | 61,757         |
| Communications            | 14,422             | -                        | 14,422         | 17,160             | -                        | 17,160         |
| Equipment maintenance     | 37,367             | -                        | 37,367         | 18,099             | -                        | 18,099         |
| Insurance                 | 10,878             | -                        | 10,878         | 10,576             | -                        | 10,576         |
| Premises costs            | 150,404            | -                        | 150,404        | 149,436            | -                        | 149,436        |
| Postage and stationery    | 2,686              | -                        | 2,686          | 2,674              | -                        | 2,674          |
| Professional fees         | 56,066             | -                        | 56,066         | 23,570             | -                        | 23,570         |
| Bad and doubtful debts    | 375                | -                        | 375            | 4,740              | -                        | 4,740          |
| Audit fees                | -                  | 10,937                   | 10,937         | -                  | 11,539                   | 11,539         |
| Insurance and other costs | -                  | 480                      | 480            | -                  | 429                      | 429            |
|                           | <u>339,398</u>     | <u>11,417</u>            | <u>350,815</u> | <u>288,012</u>     | <u>11,968</u>            | <u>299,980</u> |
| Analysed between          |                    |                          |                |                    |                          |                |
| Charitable activities     | <u>339,398</u>     | <u>11,417</u>            | <u>350,815</u> | <u>288,012</u>     | <u>11,968</u>            | <u>299,980</u> |

# ASHFORD PLACE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 10 Trustees

During the year two payments totalling £8,000 (2020: none) were made for consultancy services to Lynn Hodges, a trustee.

#### 11 Employees

##### Number of employees

The average monthly number employees during the year was:

|                                       | 2021<br>Number | 2020<br>Number |
|---------------------------------------|----------------|----------------|
| Housing Department                    | 7              | 13             |
| Core / Central Services               | 3              | 2              |
| Social Inclusion/Health and Wellbeing | 12             | 11             |
|                                       | <u>22</u>      | <u>26</u>      |

##### Employment costs

|                       | 2021<br>£      | 2020<br>£      |
|-----------------------|----------------|----------------|
| Wages and salaries    | 649,374        | 651,403        |
| Social security costs | 48,982         | 46,721         |
| Other pension costs   | 11,751         | 11,412         |
|                       | <u>710,107</u> | <u>709,536</u> |

No employees earned over £60,000 during the year. The senior management team received total remuneration of £154,028 (2020: £145,230).

During the year, termination payments totalling £16,140 are included in staff costs above.

#### 12 Transfers

Transfers between funds represents the release of the £40,000 grant received from Brent Council for the Neighbourhood CIL Project. Funding had been utilised for the construction during the year and the costs capitalised. The restriction having been met, the expended balance was transferred to unrestricted funds. A transfer is made to designated funds to match the additions in the year on the property fund.

# ASHFORD PLACE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 13 Tangible fixed assets

|                                    | Freehold<br>Buildings | Equipment and<br>computer<br>software | Total     |
|------------------------------------|-----------------------|---------------------------------------|-----------|
|                                    | £                     | £                                     | £         |
| <b>Cost</b>                        |                       |                                       |           |
| At 1 April 2020                    | 2,728,118             | 535,240                               | 3,263,358 |
| Additions                          | 47,616                | 24,480                                | 72,096    |
|                                    |                       |                                       |           |
| At 31 March 2021                   | 2,775,734             | 559,720                               | 3,335,454 |
|                                    |                       |                                       |           |
| <b>Depreciation and impairment</b> |                       |                                       |           |
| At 1 April 2020                    | 497,058               | 424,414                               | 921,472   |
| Depreciation charged in the year   | 48,000                | 19,200                                | 67,200    |
|                                    |                       |                                       |           |
| At 31 March 2021                   | 545,058               | 443,614                               | 988,672   |
|                                    |                       |                                       |           |
| <b>Carrying amount</b>             |                       |                                       |           |
| At 31 March 2021                   | 2,230,676             | 116,106                               | 2,346,782 |
|                                    |                       |                                       |           |
| At 31 March 2020                   | 2,231,060             | 110,826                               | 2,341,886 |

#### 14 Debtors

|                                             | 2021   | 2020   |
|---------------------------------------------|--------|--------|
|                                             | £      | £      |
| <b>Amounts falling due within one year:</b> |        |        |
| Trade debtors                               | 29,980 | 77,303 |
| Prepayments and accrued income              | 8,057  | 17,434 |
|                                             |        |        |
|                                             | 38,037 | 94,737 |

#### 15 Creditors: amounts falling due within one year

|                              | 2021    | 2020    |
|------------------------------|---------|---------|
|                              | £       | £       |
| Trade creditors              | 61,023  | 33,339  |
| Other creditors              | 46,489  | 5,014   |
| Accruals and deferred income | 82,679  | 138,178 |
|                              |         |         |
|                              | 190,191 | 176,531 |

# ASHFORD PLACE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 16 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

|                                                                     | Balance at<br>1 April 2019<br>£ | Movement in funds          |                            |                | Balance at<br>1 April 2020<br>£ | Movement in funds          |                            |                | Transfers | Balance at<br>31 March 2021<br>£ |
|---------------------------------------------------------------------|---------------------------------|----------------------------|----------------------------|----------------|---------------------------------|----------------------------|----------------------------|----------------|-----------|----------------------------------|
|                                                                     |                                 | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Transfers<br>£ |                                 | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Transfers<br>£ |           |                                  |
| Department of Foreign Affairs and Trade; Emigrant Support Programme | 38,525                          | 163,200                    | (160,925)                  | -              | 40,800                          | 198,479                    | (196,829)                  | -              | -         | 42,450                           |
| The Archer Trust                                                    | -                               | -                          | -                          | -              | -                               | 4,000                      | (4,000)                    | -              | -         | -                                |
| Big Lottery Fund - Independent Lifestyles HTC                       | 24,685                          | 116,319                    | (97,802)                   | -              | 43,202                          | 120,995                    | (91,806)                   | -              | -         | 72,391                           |
| Big Lottery - Dementia Voices **                                    | -                               | -                          | -                          | -              | -                               | 78,913                     | -                          | -              | -         | 78,913                           |
| Brent CCG**                                                         | 6,150                           | 60,000                     | (46,864)                   | -              | 19,286                          | 109,000                    | (48,320)                   | -              | -         | 79,966                           |
| Housing Justice Fund                                                | 14,040                          | 19,383                     | (33,423)                   | -              | -                               | -                          | -                          | -              | -         | -                                |
| The Peter Stebbings Memorial Charity                                | 5,939                           | -                          | (5,939)                    | -              | -                               | -                          | -                          | -              | -         | -                                |
| Garfield Weston                                                     | -                               | -                          | -                          | -              | -                               | 25,000                     | (25,000)                   | -              | -         | -                                |
| Kingsbury Charity                                                   | -                               | -                          | -                          | -              | -                               | 40,000                     | (40,000)                   | -              | -         | -                                |
| Zurich Community Trust *                                            | 5,062                           | -                          | (5,062)                    | -              | -                               | 20,000                     | (20,000)                   | -              | -         | -                                |
| Sisters of Mercy*                                                   | -                               | 10,000                     | (10,000)                   | -              | -                               | 5,000                      | (5,000)                    | -              | -         | -                                |
| WNST                                                                | -                               | -                          | -                          | -              | -                               | 4,140                      | (4,140)                    | -              | -         | -                                |
| Laing Family trust                                                  | -                               | -                          | -                          | -              | -                               | 5,040                      | (5,040)                    | -              | -         | -                                |
| Carried forward                                                     | 94,401                          | 368,902                    | (360,015)                  | -              | 103,288                         | 610,567                    | (440,135)                  | -              | -         | 273,720                          |

# ASHFORD PLACE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

| 16 | Restricted funds                          | (Continued)                     |                            |                            |                |                                 |                            |                            |           |                                  |
|----|-------------------------------------------|---------------------------------|----------------------------|----------------------------|----------------|---------------------------------|----------------------------|----------------------------|-----------|----------------------------------|
|    |                                           | Balance at<br>1 April 2019<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Transfers<br>£ | Balance at<br>1 April 2020<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Transfers | Balance at<br>31 March 2021<br>£ |
|    | Brought forward                           | 94,401                          | 368,902                    | (360,015)                  | -              | 103,288                         | 610,567                    | (440,135)                  | -         | 273,720                          |
|    | Hestia- Employment services               | 26,992                          | 50,000                     | (35,204)                   | -              | 41,788                          | 76,661                     | (59,939)                   | -         | 58,510                           |
|    | Central & North West Foundation           | -                               | -                          | -                          | -              | -                               | 127,000                    | -                          | -         | 127,000                          |
|    | Heritage Lottery                          | 9,173                           | 5,015                      | (14,188)                   | -              | -                               | -                          | -                          | -         | -                                |
|    | The Draper charitable fund                | -                               | -                          | -                          | -              | -                               | 15,000                     | (15,000)                   | -         | -                                |
|    | City Bridge Trust *                       | 21,354                          | 33,525                     | (38,294)                   | -              | 16,585                          | 33,900                     | (25,734)                   | -         | 24,751                           |
|    | Crisis                                    | -                               | -                          | -                          | -              | -                               | 66,830                     | (53,473)                   | -         | 13,357                           |
|    | Greater London Authority                  | -                               | 37,296                     | -                          | -              | 37,296                          | 12,432                     | (49,728)                   | -         | -                                |
|    | London Mobile Christmas Service           | -                               | 13,000                     | (13,000)                   | -              | -                               | -                          | -                          | -         | -                                |
|    | Help Homeless Ltd                         | -                               | 3,000                      | (3,000)                    | -              | -                               | -                          | -                          | -         | -                                |
|    | Homeless Link HCIP                        | -                               | 22,500                     | (22,500)                   | -              | -                               | 60,800                     | (47,443)                   | -         | 13,357                           |
|    | Mercer's Charitable Trust                 | -                               | 25,000                     | (25,000)                   | -              | -                               | 31,420                     | (31,420)                   | -         | -                                |
|    | Big Lottery Community Fund                | -                               | 78,913                     | (13,913)                   | -              | 65,000                          | 154,280                    | -                          | -         | 219,280                          |
|    | CAF Martin Lewis                          | -                               | -                          | -                          | -              | -                               | 12,500                     | (12,500)                   | -         | -                                |
|    | Power to Change CCLORS                    | -                               | -                          | -                          | -              | -                               | 74,898                     | (74,898)                   | -         | -                                |
|    | Centre for the Cast                       | -                               | -                          | -                          | -              | -                               | 5,000                      | -                          | -         | 5,000                            |
|    | City of London                            | -                               | -                          | -                          | -              | -                               | 14,167                     | (14,167)                   | -         | -                                |
|    | Brent Neighbourhood CIL Project           | -                               | -                          | -                          | -              | -                               | 40,000                     | -                          | (40,000)  | -                                |
|    | London Borough of Brent Hospitality Grant | -                               | -                          | -                          | -              | -                               | 25,000                     | (20,000)                   | -         | 5,000                            |
|    | Other – donations                         | -                               | -                          | -                          | -              | -                               | 15,493                     | (2,461)                    | -         | 13,032                           |
|    |                                           | 151,920                         | 637,151                    | (525,114)                  | -              | 263,957                         | 1,375,948                  | (846,898)                  | (40,000)  | 753,007                          |

## ASHFORD PLACE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2021

| 16 Restricted funds                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | (Continued) |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| <p>Emigrant Support Programme: The restricted funds of £42,450 at the year end are all allocated for the Department of Foreign Affairs and Trade; Emigrant Support Programme, which was a grant received from the Irish Embassy. The grant was for £198,479 of which £156,029 was for the year ending 31 March 2021, and £42,450 is carried forward to the year ending 31 March 2022. The grants were restricted to activities of Elders Advocacy and Advice Services, Elders Lunch Club and Social Activities, and organisational costs towards all Irish projects and two Covid 19 emergency response projects.</p> |             |
| <p>* These funds were provided to support the community cafe.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |             |
| <p>**These funds were to support dementia services and projects</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |             |
| <p>The Big Lottery funds Independent Lifestyles, a project that supports those in a period of crisis to prevent it escalating into homelessness and destitution.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                  |             |
| <p>Garfield Weston Foundation – funding to cover of Social Inclusion and Health and Wellbeing costs</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |             |
| <p>The Peter Stebbings Memorial Charity – funding of dance and music for elderly clients</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |             |
| <p>The Archer Trust – housing funding</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |             |
| <p>Hestia - Employment services – funding of Lot A/B of mental health project providing meaningful activities and training towards volunteering and employment for people living with long term mental health challenges.</p>                                                                                                                                                                                                                                                                                                                                                                                         |             |
| <p>Heritage Lottery – funding of Heritage Project on the story of Irish and Pakistani immigration into Cricklewood during the 1950's</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |             |
| <p>Kingsbury Charity – funding for Health and Wellbeing necessitous works, Zurich community Trust funds Dementia Café at Ashford Place and Sisters of Mercy fund Dementia Services and Health &amp; Wellbeing project for Irish clients at Ashford Place.</p>                                                                                                                                                                                                                                                                                                                                                         |             |
| <p>WNST provides funding for fit and well activities and Covid support for older clients at Ashford Place at beginning of the pandemic and Laing Family Trust provided funding for relief of need during Covid 19 pandemic.</p>                                                                                                                                                                                                                                                                                                                                                                                       |             |
| <p>Central &amp; North West London Foundation provided funds for mental health and dementia services and Central &amp; North West London NHS Foundation provide funding for Mental Health projects and Dementia Peer support groups.</p>                                                                                                                                                                                                                                                                                                                                                                              |             |

## ASHFORD PLACE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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|    |                                                                                                                                                                                                                                                                                                                                                                         |             |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 16 | Restricted funds                                                                                                                                                                                                                                                                                                                                                        | (Continued) |
|    | Brent CCG funds Get Well, Stay well and severe mental illness projects                                                                                                                                                                                                                                                                                                  |             |
|    | Mercers Philanthropy provided funding for Fit and Well activities for the elderly and Covid support for our older clients during the pandemic                                                                                                                                                                                                                           |             |
|    | Boost up Project an innovative project designed to provide better access to long-term accommodation for the 18-24 homeless demographic as well as expanding their opportunities to employment, training and education funded in part by The Housing Justice Fund, Crisis, Greater London Authority, Homeless Link HCIP, The Drapers Charitable Fund and City of London. |             |
|    | CAF Martin Lewis – Covid grant                                                                                                                                                                                                                                                                                                                                          |             |
|    | Power to Change CCLORS – grant to help deliver services differently during and post Covid                                                                                                                                                                                                                                                                               |             |
|    | Centre for the Cast - grant to design website by and for people living with dementia                                                                                                                                                                                                                                                                                    |             |
|    | Brent Neighbourhood CIL Project - grant to build Wellbeing Hub to enable more activities and seating for participants in mental health and older persons projects                                                                                                                                                                                                       |             |

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# ASHFORD PLACE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 17 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

|                                         | Balance at<br>1 April 2019<br>£ | Resources<br>expended<br>£ | Transfers<br>£ | Balance at<br>1 April 2020<br>£ | Resources<br>expended<br>£ | Transfers<br>£ | Balance at<br>31 March 2021<br>£ |
|-----------------------------------------|---------------------------------|----------------------------|----------------|---------------------------------|----------------------------|----------------|----------------------------------|
| Property fund                           | 2,279,060                       | (48,000)                   | -              | 2,231,060                       | (48,000)                   | 47,616         | 2,230,676                        |
| Property<br>maintenance<br>sinking fund | 113,953                         | -                          | (2,400)        | 111,553                         | -                          | -              | 111,553                          |
|                                         | <u>2,393,013</u>                | <u>(48,000)</u>            | <u>(2,400)</u> | <u>2,342,613</u>                | <u>(48,000)</u>            | <u>47,616</u>  | <u>2,342,229</u>                 |

The property fund represents the net book value of the charity's freehold property. The property maintenance sinking fund has been set up to provide a sinking fund for the periodic maintenance of the charity's property. The fund is calculated at 5% of the carrying value of the property. The use of this fund is at the discretion of the trustees.

# ASHFORD PLACE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

| 18 | Analysis of net assets between funds               | Unrestricted funds |   | Designated funds |   | Restricted funds |   | Total     |   | Unrestricted funds |   | Designated funds |   | Restricted funds |   | Total     |   |
|----|----------------------------------------------------|--------------------|---|------------------|---|------------------|---|-----------|---|--------------------|---|------------------|---|------------------|---|-----------|---|
|    |                                                    | 2021               | £ | 2021             | £ | 2021             | £ | 2021      | £ | 2020               | £ | 2020             | £ | 2020             | £ | 2020      | £ |
|    | Fund balances at 31 March 2021 are represented by: |                    |   |                  |   |                  |   |           |   |                    |   |                  |   |                  |   |           |   |
|    | Tangible assets                                    | 116,106            |   | 2,230,676        |   | -                |   | 2,346,782 |   | 110,826            |   | 2,231,060        |   | -                |   | 2,341,886 |   |
|    | Current assets/(liabilities)                       | 284,670            |   | 111,553          |   | 753,007          |   | 1,149,230 |   | 278,221            |   | 111,553          |   | 263,957          |   | 653,731   |   |
|    |                                                    | 400,776            |   | 2,342,229        |   | 753,007          |   | 3,496,012 |   | 389,047            |   | 2,342,613        |   | 263,957          |   | 2,995,617 |   |

# ASHFORD PLACE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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#### 19 Related party transactions

There were no disclosable related party transactions during the year (2020 - none) other than disclosed in the trustee note.

#### 20 Subsidiaries

These financial statements are the separate charity financial statements for Ashford Place.

Details of the charity's subsidiaries at 31 March 2021 are as follows:

CHC Trading Limited (Company No. 06607780 - England and Wales). The company is currently dormant and has deficit reserves of £14,170. It is wholly owned by Ashford Place and its registered office is 60 Ashford Road, London, NW2 6TU.

| 21 | Cash generated from operations                                    | 2021<br>£      | 2020<br>£      |
|----|-------------------------------------------------------------------|----------------|----------------|
|    | Surplus for the year                                              | 500,395        | 34,632         |
|    | Adjustments for:                                                  |                |                |
|    | Investment income recognised in statement of financial activities | (572)          | (377)          |
|    | Depreciation and impairment of tangible fixed assets              | 67,200         | 61,757         |
|    | Movements in working capital:                                     |                |                |
|    | Decrease/(increase) in debtors                                    | 56,700         | (42,716)       |
|    | Increase in creditors                                             | 13,660         | 54,762         |
|    | <b>Cash generated from operations</b>                             | <b>637,383</b> | <b>108,058</b> |

#### 22 Analysis of changes in net funds

The charity had no debt during the year.