

Company registration number: 04245798

Charity registration number: 1099376

# Compass Disability Services

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2023



# **Compass Disability Services**

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## **Compass Disability Services**

### **Reference and Administrative Details**

<b>Trustees</b>	Mr Mark Oldershaw
	Ms Pauline Tilley
	Mr Gary Smith
	Mrs Tracey Oldershaw
	Ms Denise Hole
	Ms Alison Hart
<b>Secretary</b>	Mr Richard Pitman
<b>Chief Executive Officer</b>	Richard Pitman
<b>Charity Registration Number</b>	1099376
<b>Company Registration Number</b>	04245798
<b>Principal Office</b>	The charity is incorporated in England and Wales.
	Unit 11-12 Belvedere Trading Estate
	Taunton
	Somerset
<b>Independent Examiner</b>	TA1 1BH
	Westcotts (SW) LLP
	47 Boutport Street
	Barnstaple
	Devon
	EX31 1SQ

## Compass Disability Services

### Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2023.

#### Overview

We often talk about change within areas like public bodies being like a cruise liner and needing to start a turn quarter of a mile before it needs to turn. It is only in these post-covid times where we have assessed what we do how we do it moving forward that we realised we were a relatively large ship ourselves.

That's how last year's report started.

Well I'm glad to say our ship as well and truly turned we now have a clear direction going forward on the services we will provide and how we will develop further over the next five years. This will mean the focus is around the Wellbeing Centre, our Independent Living Services (although we do not expect to grow these further) and the future development of our day opportunities and educational services to post 16 students with complex disabilities.

It is with sadness that after long term staff absences in September 2022 this has resulted in a full review of the viability of the Shopmobility service. Whilst this receives a 10K grant from Somerset West and Taunton council which kept it viable prior to Covid, demand has significantly decreased, mainly due to the vulnerable nature of most clients, who continue to be cautious about mixing in public spaces, the dramatic decline of the high street and changes to people's shopping habits, many now choosing to shop online and the decrease in the cost of scooters, meaning that many people are now purchasing their own vehicles meaning they are no longer reliant on hire services. With this in mind the Shopmobility service will permanently close.

We have put a lot of time and energy into developing our new services and refining existing ones to be future proof.

As we leave this year and proceed to the next there is still one bone contention and as one of my CEO reports highlighted

***Staffing staffing staffing if we could just sort out staffing then everything would be pretty well perfect in the world.***

Although yes we highlighted this in last year's report but the situation particularly in the Somerset area is still very difficult with almost non-existent unemployment within the area this is meant that we have had to increase wages and offer supplementary healthcare packages to encourage applications all this being said we are getting there and are developing a strong and dedicated workforce.

As we move forward into the new year we are predicting steady growth across all services.

#### Compass Independent Living services

Compass independent living continues to deliver services within a hybrid model of home working and office space to respond to telephone enquiries. Over the year self-funders have continued to grow. At the end of last year we had rescued the Swansea contract as the new organisation were removed. We also went through a tendering process for Dorset Council contract but as a whole service contract this time and again at the end of the year were delighted to hear we have been successful and started delivering the full contract in October.

We continue to be incredibly proud of the staff working in the Independent Living services and the work they undertook in Swansea although this did take its toll and we did lose some key members of staff.



## **Compass Disability Services**

### **Trustees' Report**

I think it's worth as an organisation highlighting parts of the letter we received from Swansea council

***Dear Richard***

***On behalf of Swansea Council I would like to express our sincere thanks to you and your team for everything you have done over the last 15 months or so to stabilise our Managed Account services.***

***The transfer of these arrangements to the previous contract incumbent has brought performance challenges of a scale and complexity never previously experienced within the Adults Services Commissioning Team. I am aware that these problems could not have been foreseen, and that the efforts required by your determined and dedicated staff to overcome them have been enormous.***

***Please, please pass on our gratitude to everybody who has worked so tirelessly and so diligently to enable us to finally arrive at a point where services have effectively returned to normal. \*\*\****

***\*\*\*Managed Account services play an important part in the department's strategy for enabling citizens to lead safe and fulfilled lives. The concern and anxiety which can arise for people when services like this are disrupted is not underestimated. Your team must take a great deal of credit for enabling us to restore services to a level that citizens have a right to expect.***

***Thank you for your ongoing support. We look forward to a much less problematic future over the remaining duration of the contract***

### **Compass Everyday**

Compass Everyday continues to provide meaningful day opportunities to adults with learning disabilities and/or Autism (or similar conditions). We have recently been successful in achieving ASDAN Centre Registration which enables us to offer bespoke qualifications specifically designed for those with learning disabilities.

COGS Social Club, enables individuals living with Dementia and other memory conditions to spend the day with us, and allow family/carers some 'me-time', secure in the knowledge that their loved ones are following a programme of respite activities that are both innovative and creative in a safe and social environment. Working with a 1960-70's ambiance to the club but all ages are welcome.

Mondays to Fridays, COGS run morning sessions from 9:30am until 12pm and our afternoon sessions run from 12:30pm until 3pm with the opportunity to stay all day.

This is alongside our new Outreach support which now boasts Compass Everyday Open College supporting young people to maximise their Education, Health and Care Plan funding by creating a bespoke offer that can all count towards his ASDAN qualification credits.

### **Compass Wellbeing**

Analysis shows that the Wellbeing Centre has had its busiest 3 months since reopening, with March returning a record month. This is due to overall increase in customers visiting the centre, many of whom attend other activities and have food and drink whilst visiting, but we have also seen an increase in walk in customers, who just use the café.

## Compass Disability Services

### Trustees' Report

The Hydropool is permanently fully booked at least 2 months in advance with many sessions sold out for the remainder of the year by block bookings. The Sensory Room has seen a significant increase in regular bookings, which continue to grow. Stay and Play remains busy, with approximately 70 bookings across the two days per week. This also significantly contributes to our café income. The Anything But Ordinary Disco continues to grow, with an average of 35 customers per week, with 52 attending recently so growing all the time. Again another significant contributor to café income. Soundshare is also well supported and growing slowly. We have an average of 10 customers per week, we could accommodate 15/16 but this still requires some pump funding to make it viable long term. We continue to develop and deliver different services as trials to see what is needed within the community over the year we are seeing that more services are needed within the community for customers with learning difficulties or complex needs

**Stay and Play parent - *"This place has saved me on more than one occasion, I know that we are all safe here and if something happens that we will be looked after and we are always reassured that we are welcome"*.**

### OBJECTIVES AND PUBLIC BENEFIT STATEMENT

#### Ensuring Our Work Delivers Our Aims

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to the people we are set up to help.

The review also helps us ensure our aims, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in Sections G2 and G4 of the Charity Commission's General Guidance on Public Benefit (January 2008) 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.

#### How Our Activities Deliver Public Benefit

Our main activities and who we try to help are described below. All our charitable activities focus on the improvement in the quality of life for disabled people and carers and are undertaken to further our charitable purposes for the public benefit.

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

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to the people we are set up to help.

The review also helps us ensure our aims, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in Sections G2 and G4 of the Charity Commission's General Guidance on Public Benefit (January 2008) 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.

# **Compass Disability Services**

## **Trustees' Report**

### **Fundraising**

The charity carries out limited small scale fundraising activities such as lotteries, raffles, bingo and collections at carnivals and does not use professional fundraisers or involve commercial participators. The nature of the fundraising activities undertaken are not unreasonable, intrusive or persistent and there have been no complaints about fundraising activities during the year. The charity follows the regulation specific to the activities and follows the Fundraising Regulator's Code of Fundraising Practice. There has been no failing by the charity or anyone acting on its behalf to comply with the standards or regulations. In the year to 31 March 2023 the total amount of donations was £11,449 (2022: £9,473) which were used to fund the services the charity provides.

### **Charitable Objects of Compass Disability Services**

The relief of persons with disabilities and carers in such charitable ways as the Trustees determine from time to time.

### **Aims of the Charity**

This relief to be achieved through the provision of specialist support, consultation and research services to relieve the needs of such persons.

### **Achievement and Activities**

The Trustees continue to oversee the governance and strategic development of the organisation and ensure that it fulfils its legal and financial requirements.

All existing contracts have continued to grow

Compass wellbeing continues to establish itself in the community this year has been far more successful seeing some services reach in their full capacity for example the hydro pool. We now have a better idea of what people want and what they are willing to pay for this is has also seen a increased reliance on Grant funding to subsidise services

As of March 2023 we have 8 volunteers to work in various parts of the organisation.

### **Main Objectives for the Year**

- To deliver professional services, in accordance with the agreed contract specification, local need and legislation.
- To enhance health and social care professional's understanding of the needs of disabled people and carers.
- To make staff and volunteers aware of legislative changes as appropriate to their role.
- To seek and secure funding to support priorities identified by projects.
- To identify innovative opportunities to increase efficiency and reduce overheads.
- To identify innovative opportunities to increase efficiency and reduce overheads.
- To seek to deliver and develop services that recognises peoples need for choice and control.
- To deliver services that recognise and address the health and wellbeing needs of service users.

### **Plans for the future**

- The Trustees and Management aim to continue building the organisation through the exploration of new service delivery contracts.

## **Compass Disability Services**

### **Trustees' Report**

- We continue to research further funding opportunities to enable us to meet our objectives.
- To develop the presence and profile of the organisation across Somerset and other counties.
- To effectively market and promote our services to maximise income.
- To secure and retain appropriate quality marks and affiliations that evidences our commitment to professionalism and quality practices.
- To secure funding through tendering and re-tendering for services that will help support the long term sustainability of the organisation.
- To identify innovative opportunities to maximise income, increase efficiency and reduce overheads.
- To seek to deliver and develop services that recognises peoples need for choice and control.
- To deliver services that recognises and addresses the health and wellbeing needs of customers.
- To ensure all services are robustly assessed for risk and equality impact and control measures implemented.
- To remain focused on staff development and opportunities for progression.

#### **Financial review**

The attached accounts show the financial state of affairs of Compass Disability Services at 31 March 2022 and the incoming resources and resources expended for the year ended 31 March 2022. The Trustees consider that the financial position of the charity at the year end is soundly based.

The Trustees confirm that the accounts comply with statutory requirements, the charity's constitution and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS102)).

With regard to the charity's restricted funds, in the opinion of the Trustees sufficient resources are held in an appropriate form by the charity to enable the funds to be applied in accordance with any restrictions.

The Trustees maintain an ongoing review of any matters likely to give rise to major risks for the charity in order to identify and make provision for any such risks

## **Compass Disability Services**

### **Trustees' Report**

#### **Plans for future periods**

##### ***Aims and key objectives for future periods***

- The Trustees and Management aim to continue building the organisation through the exploration of new service delivery contracts.
- We continue to research further funding opportunities to enable us to meet our objectives.
- To develop the presence and profile of the organisation across Somerset and other counties.
- To effectively market and promote our services to maximise income.
- To secure and retain appropriate quality marks and affiliations that evidences our commitment to professionalism and quality practices.
- To secure funding through tendering and re-tendering for services that will help support the long term sustainability of the organisation.
- To identify innovative opportunities to maximise income, increase efficiency and reduce overheads.
- To seek to deliver and develop services that recognises peoples need for choice and control.
- To deliver services that recognises and addresses the health and wellbeing needs of customers.
- To ensure all services are robustly assessed for risk and equality impact and control measures implemented.
- To remain focused on staff development and opportunities for progression.

#### **Structure, governance and management**

##### ***Nature of governing document***

The charity is constituted as a company limited by guarantee in England and not having a share capital under the Companies Act. It is governed by the terms of its Memorandum and Articles of Association established 4 July 2001 and amended 2 April 2002, 25 November 2002, 8 September 2003, 7 March 2007, 2 July 2008 and 16 June 2010. The charity was entered in the Central Register of Charities with effect from 11 September 2003 with registered number 1099376.

##### ***Recruitment and appointment of trustees***

Trustees of Compass Disability Services are recruited and appointed in line with our trustee recruitment procedure. The main points of the policy are that we should seek to recruit 80% of our trustees from our membership to ensure our user led approach. This is done through regular articles in our magazine and an annual wider recruitment drive. Once potential trustees are identified, appointment is undertaken in line with the above procedure.

The above recruitment and appointment policy is in accordance with the charity's Articles of Association and with company law

## **Compass Disability Services**

### **Trustees' Report**

#### ***Induction and training of trustees***

Once appointed all trustees undertake an induction procedure which is outlined in the trustee recruitment procedure and includes understanding the organisation, their roles and responsibilities and relevant paperwork.

Beyond this, trustees undertake an annual skills analysis to ensure the appropriate training is available to them.

#### ***Arrangements for setting key management personnel remuneration***

The trustees consider that the board of trustees and the CEO comprise the key management personnel of the charity in charge of directing and controlling the charity and running and operating the charity on a day to day basis. All trustees give of their time freely and no trustee remuneration was paid in the year. Details of trustee expenses and related party transactions are disclosed in notes 11 and 21 to the accounts.

Trustees are required to disclose all relevant interests and register them and in accordance with the charity's policy withdraw from decisions where a conflict of interest arises

#### ***Pay policy for senior staff***

The pay of the senior staff is reviewed annually and normally increased in accordance with average earnings or cost of living increase. In view of the nature of the charity, the CEO's pay level is benchmarked against other organisations of a similar size.

#### ***Organisational structure***

The charity holds 100% of the shares in CDST Limited. This trading subsidiary undertakes the operation of the Wellbeing Centre on behalf of the charity. CDST Limited has taken over the contracts for independent living services. Any profits of CDST Limited will be donated to the charity via Gift Aid.

#### ***Major risks and management of those risks***

##### ***Risk Management***

The trustees and senior managers have a risk management policy which comprises of:

- an annual review of the principal risks and uncertainties that the charity faces
- the establishment of policies, systems and procedures to mitigate those risks identified in the annual review
- the implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

## **Compass Disability Services**

### **Trustees' Report**

#### *Financial sustainability*

This work has identified that financial sustainability is the major financial risk for the charity.

A key element in the management of financial risk is a regular review of available liquid funds to settle debts as they fall due, regular liaison with the senior management, and active management of trade debtors and creditors balances to ensure sufficient working capital

#### *Non-financial risks*

Attention has also been focused on non-financial risks arising from fire, health and safety and food hygiene.

These risks are managed by ensuring accreditation is up to date, having robust policies and procedures in place, and regular awareness training for staff.

#### **Financial review**

##### **Financial Reporting**

The attached accounts show the financial state of affairs of Compass Disability Services at 31 March 2022 and the incoming resources and resources expended for the year ended 31 March 2022. The Trustees consider that the financial position of the charity at the year end is soundly based.

The Trustees confirm that the accounts comply with statutory requirements, the charity's constitution and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS102)).

With regard to the charity's restricted funds, in the opinion of the Trustees sufficient resources are held in an appropriate form by the charity to enable the funds to be applied in accordance with any restrictions.

The Trustees maintain an ongoing review of any matters likely to give rise to major risks for the charity in order to identify and make provision for any such risks.

#### **Statement of Financial Activities**

The Statement of Financial Activities on page 11 shows the total income from all sources for the year was £433,435 (2022: £452,773) of which £415,048 (2022: £407,083) related to unrestricted funds and £18,387 (2022: £45,690) related to restricted funds. Expenditure by the charity during the year amounted to £421,511 (2022: £398,423) of which £339,977 (2022: £404,795) related to unrestricted funds and £16,716 (2022: £58,446) related to restricted funds. Overall a surplus of £11,924 (2022: £54,350) was made in the year.

Government grants totalling £Nil (2021: £23,162) were received in the year.



## **Compass Disability Services**

### **Trustees' Report**

#### **Balance Sheet**

At the year end the charity's net assets were £208,922 (2022: £196,998) of which £113,721 (2022: £112,050) was held in restricted funds. Details of the funds and the movements therein are shown in notes 20 and 21 to the accounts. The restricted fund mainly represents fixed assets relating to the investment in the Wellbeing Centre

#### **Reserves policy**

The charity does not aim to hold free income reserves on a long-term basis. The Trustees aim to hold only sufficient free reserves to meet general commitments in the foreseeable future in addition to any reserves held relating to restricted funds for specific projects. The Trustees have agreed a target level of £200,000 which would cover wages, rent and services for a three month period. At the end of the year free reserves were in surplus by £90,477 (2022: £73,633).

#### **Investment Policy**

The charity holds funds for its general charitable purposes as well as for specific projects and does not hold free income reserves on a long-term basis. Accordingly funds not required for immediate use are held on an interest-bearing bank deposit account to allow prompt access to the charity's own funds and those held as intermediary agent for other bodies.

#### **Statement of trustees' responsibilities**

The trustees (who are also the directors of Compass Disability Services for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

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



## Compass Disability Services

### Trustees' Report

#### Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 19/12/2023 and signed on its behalf by:

A handwritten signature in black ink, appearing to be 'M. Oldershaw', written over a dotted line.

Mr Mark Oldershaw  
Trustee

## Compass Disability Services

### Independent Examiner's Report to the trustees of Compass Disability Services ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

#### Responsibilities and basis of report

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

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


#### Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Chartered Accountants and Registered Auditors, which is one of the listed bodies.

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

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

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

  
Catherine Williams FCA DChA  
Westcotts (SW) LLP  
Chartered Accountants and Registered Auditors  
47 Boutport Street  
Barnstaple  
Devon  
EX31 1SQ

Date: 20 December 2023

## Compass Disability Services

### Statement of Financial Activities for the Year Ended 31 March 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
<b>Income and Endowments from:</b>					
Donations and legacies	3	11,449	-	11,449	32,635
Charitable activities	4	398,969	18,387	417,356	406,181
Investment income	5	1,341	-	1,341	395
Other income	6	3,289	-	3,289	13,562
Total income		<u>415,048</u>	<u>18,387</u>	<u>433,435</u>	<u>452,773</u>
<b>Expenditure on:</b>					
Raising funds	7	(2,828)	(10,829)	(13,657)	(15,296)
Charitable activities	8	(401,967)	(5,887)	(407,854)	(383,127)
Total expenditure		<u>(404,795)</u>	<u>(16,716)</u>	<u>(421,511)</u>	<u>(398,423)</u>
Net income		<u>10,253</u>	<u>1,671</u>	<u>11,924</u>	<u>54,350</u>
Net movement in funds		10,253	1,671	11,924	54,350
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>84,948</u>	<u>112,050</u>	<u>196,998</u>	<u>142,648</u>
Total funds carried forward	20	<u>95,201</u>	<u>113,721</u>	<u>208,922</u>	<u>196,998</u>

All of the charity's activities derive from continuing operations during the above two periods.  
The funds breakdown for 2022 is shown in note 20.

## Compass Disability Services

(Registration number: 04245798)  
Balance Sheet as at 31 March 2023

	Note	2023 £	2022 £
<b>Fixed assets</b>			
Tangible assets	14	105,944	119,601
Investments	15	<u>1</u>	<u>1</u>
		<u>105,945</u>	<u>119,602</u>
<b>Current assets</b>			
Stocks	16	-	260
Debtors	17	119,107	97,461
Cash at bank and in hand	18	<u>18,923</u>	<u>5,213</u>
		138,030	102,934
<b>Creditors: Amounts falling due within one year</b>	19	<u>(35,053)</u>	<u>(25,538)</u>
<b>Net current assets</b>		<u>102,977</u>	<u>77,396</u>
<b>Net assets</b>		<u>208,922</u>	<u>196,998</u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds		113,721	112,050
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>95,201</u>	<u>84,948</u>
<b>Total funds</b>	20	<u>208,922</u>	<u>196,998</u>

For the financial year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

### Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The notes on pages 16 to 31 form an integral part of these financial statements.

## Compass Disability Services

(Registration number: 04245798)  
Balance Sheet as at 31 March 2023

The financial statements on pages 13 to 31 were approved by the trustees, and authorised for issue on 19/12/2023 and signed on their behalf by:

A handwritten signature in black ink, appearing to be 'M. Oldershaw', written over a dotted line.

Mr Mark Oldershaw  
Trustee

# **Compass Disability Services**

## **Notes to the Financial Statements for the Year Ended 31 March 2023**

### **1 Charity status**

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Unit 11-12 Belvedere Trading Estate  
Taunton  
Somerset  
TA1 1BH

### **2 Accounting policies**

#### **Summary of significant accounting policies and key accounting estimates**

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

#### **Statement of compliance**

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

#### **Basis of preparation**

Compass Disability Services meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

#### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

#### **Exemption from preparing a cash flow statement**

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

#### **Income and endowments**

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

## **Compass Disability Services**

### **Notes to the Financial Statements for the Year Ended 31 March 2023**

#### ***Donations and legacies***

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

#### ***Grants receivable***

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

#### ***Deferred income***

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

#### ***Investment income***

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

#### ***Expenditure***

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### ***Raising funds***

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

#### ***Charitable activities***

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### ***Support costs***

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

## Compass Disability Services

### Notes to the Financial Statements for the Year Ended 31 March 2023

#### Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

#### Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### Tangible fixed assets

Individual fixed assets are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Leasehold improvements	Straight line over the period of the lease
Office equipment and furniture	25% per annum reducing balance

#### Business combinations

Business combinations are accounted for under the purchase method. Where necessary, adjustments are made to the financial statements of subsidiaries to bring the accounting policies used into line with those used by the charity. All intra-group transactions, balances, income and expenses are eliminated on consolidation. In accordance with Section 35 of FRS 102, Section 19 of FRS 102 has not been applied in these financial statements in respect of business combinations effected prior to the date of transition.

#### Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

#### Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.



## **Compass Disability Services**

### **Notes to the Financial Statements for the Year Ended 31 March 2023**

#### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

#### **Financial instruments**

##### ***Classification***

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

##### ***Recognition and measurement***

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

##### ***Investments***

Investments in subsidiaries and associates are measured at cost less impairment. For investments in subsidiaries acquired for consideration including the issue of shares qualifying for merger relief, cost is measured by reference to the nominal value of the shares issued plus fair value of other consideration. Any premium is ignored.

## Compass Disability Services

### Notes to the Financial Statements for the Year Ended 31 March 2023

#### 3 Income from donations and legacies

	Unrestricted funds General £	Total 2023 £	
Donations and legacies;			
Donations from individuals	11,449	11,449	
	<u>11,449</u>	<u>11,449</u>	
	Unrestricted funds General £	Restricted funds £	Total 2022 £
Donations and legacies;			
Donations from individuals	6,473	3,000	9,473
Grants, including capital grants;			
Government grants	<u>23,162</u>	<u>-</u>	<u>23,162</u>
	<u>29,635</u>	<u>3,000</u>	<u>32,635</u>

#### 4 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2023 £
Provision of Support Services	379,375	18,387	397,762
Information and Advice	12,004	-	12,004
Shopmobility	7,590	-	7,590
	<u>398,969</u>	<u>18,387</u>	<u>417,356</u>
	Unrestricted funds General £	Restricted funds £	Total 2022 £
Provision of Support Services	342,932	32,565	375,497
Information and Advice	-	10,125	10,125
Shopmobility	20,137	-	20,137
Radar keys	422	-	422
	<u>363,491</u>	<u>42,690</u>	<u>406,181</u>

## Compass Disability Services

### Notes to the Financial Statements for the Year Ended 31 March 2023

#### 5 Investment income

	Unrestricted funds General £	Total 2023 £
Interest receivable and similar income;		
Interest receivable on bank deposits	9	9
Other investment income	1,332	1,332
	<u>1,341</u>	<u>1,341</u>
	Unrestricted funds General £	Total 2022 £
Other investment income	395	395
	<u>395</u>	<u>395</u>

#### 6 Other income

	Unrestricted funds General £	Total 2023 £
Other income	3,289	3,289
	<u>3,289</u>	<u>3,289</u>
	Unrestricted funds General £	Total 2022 £
Other income	13,562	13,562
	<u>13,562</u>	<u>13,562</u>

#### 7 Expenditure on raising funds

##### a) Other costs of generating donations and legacies

	Note	Unrestricted funds General £	Restricted funds £	Total 2023 £
Allocated support costs		<u>2,828</u>	<u>10,829</u>	<u>13,657</u>

## Compass Disability Services

### Notes to the Financial Statements for the Year Ended 31 March 2023

		Unrestricted funds General £	Restricted funds £	Total 2022 £
Allocated support costs	Note	3,772	10,829	14,601

#### 8 Expenditure on charitable activities

		Unrestricted funds General £	Restricted funds £	Total 2023 £
Consultation and Representation	Note	113,098	3,893	116,991
Provision of Support Services		284,432	-	284,432
Grants - to CDST Limited		4,437	1,994	6,431
		401,967	5,887	407,854

		Unrestricted funds General £	Restricted funds £	Total 2022 £
Consultation and Representation	Note	94,786	5,084	99,870
Provision of Support Services		226,419	-	226,419
Skills for Care		-	2,900	2,900
Grants - to CDST Limited		15,000	38,938	53,938
		336,205	46,922	383,127

	Activity undertaken directly £	Activity support costs £	2023 £
Consultation and Representation	-	116,991	116,991
Provision of Support Services	258,021	26,411	284,432
Grants - to CDST Limited	6,431	-	6,431
	264,452	143,402	407,854

	Activity undertaken directly £	Activity support costs £	2022 £
Consultation and Representation	5,084	94,786	99,870
Provision of Support Services	195,903	30,516	226,419
Skills For Care	2,500	400	2,900
Grants - to CDST Limited	53,938	-	53,938
	257,425	125,702	383,127

## Compass Disability Services

### Notes to the Financial Statements for the Year Ended 31 March 2023

#### 9 Analysis of support costs

##### Charitable activities expenditure

		Unrestricted funds	Total	Total
	Basis of allocation	General £	2023 £	2022 £
Wages and salaries	A	104,949	104,949	85,677
Staff pensions	A	4,260	4,260	2,581
Staff training	A	6,527	6,527	1,785
Staff welfare	A	2,373	2,373	63
Rent and rates	C	-	-	556
Repairs and maintenance	C	698	698	402
Telephone and office	C	4,946	4,946	4,641
Printing, stationery and advertising	C	3,260	3,260	5,585
Sundry expenses	C	10,574	10,574	7,861
Travel and subsistence	C	1,364	1,364	801
Advertising	C	-	-	64
Accountancy fees	C	2,380	2,380	4,958
Insurance	C	988	988	849
Shopmobility	C	260	260	7,374
Bank charges	C	210	210	228
Legal and professional fees	C	613	613	1,552
Grants	C	-	-	725
		<u>143,402</u>	<u>143,402</u>	<u>125,702</u>

##### Support costs allocated to raising funds

	Basis of allocation	Administration costs £	Premises costs including depreciation £	Other support costs £	Total funds £
Other costs for generating funds		<u>-</u>	<u>13,657</u>	<u>-</u>	<u>13,657</u>
<b>Total for 2023</b>		<u>-</u>	<u>13,657</u>	<u>-</u>	<u>13,657</u>
<b>Total for 2022</b>		<u>222</u>	<u>14,601</u>	<u>473</u>	<u>15,296</u>

## Compass Disability Services

### Notes to the Financial Statements for the Year Ended 31 March 2023

#### Support costs allocated to charitable activities

	Basis of allocation	Administration costs £	Finance costs £	Staff costs £	Premises costs including depreciation £	Other support costs £	Total funds £
Consultation and Representation A,C		3,660	48	112,198	-	1,085	116,991
Provision of Support Services A,C		5,523	162	5,911	709	14,106	26,411
<b>Total for 2023</b>		<u>9,183</u>	<u>210</u>	<u>118,109</u>	<u>709</u>	<u>15,191</u>	<u>143,402</u>
<b>Total for 2022</b>		<u>12,627</u>	<u>228</u>	<u>90,106</u>	<u>958</u>	<u>21,783</u>	<u>125,702</u>

#### Basis of allocation

Reference	Method of allocation
A	Support costs are allocated to charitable projects and to governance activities based on the hours worked on the relevant activity.
B	Expenditure on raising funds represents the costs incurred by the charity in operating meeting room facilities with reference to floor areas as appropriate
C	Expenditure on charitable activities comprises costs incurred by the charity in the delivery of activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and costs of an indirect nature necessary to support them.

#### 10 Net incoming/outgoing resources

Net incoming resources for the year include:

	2023 £	2022 £
Other non-audit services	1,530	4,107
Depreciation of fixed assets	13,657	14,601
Independent examination fees	<u>850</u>	<u>850</u>

#### 11 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

Expenses in the year totalling £150 (2022: £135) covering travel and administration costs were reimbursed to 2 (2022: 1) trustee.

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any other benefits from the charity during the year.

## Compass Disability Services

### Notes to the Financial Statements for the Year Ended 31 March 2023

#### 12 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
<b>Staff costs during the year were:</b>		
Wages and salaries	343,453	272,276
Social security costs	19,524	13,209
Pension costs	7,242	6,260
	<u>370,219</u>	<u>291,745</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2023 No	2022 No
Carers	-	1
Compass everyday	10	8
Other	4	4
	<u>14</u>	<u>13</u>

No employee received emoluments of more than £60,000 during the year.

During the year the charity made the following transactions with key management personnel:

#### Chief executive

The Chief executive received remuneration of £27,955 (2022: £25,749) and £Nil (2022: £7,341) of expenses were reimbursed during the year.

#### 13 Taxation

The charity is a registered charity and is therefore exempt from taxation.

## Compass Disability Services

### Notes to the Financial Statements for the Year Ended 31 March 2023

#### 14 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Total £
<b>Cost</b>			
At 1 April 2022	318,959	138,168	457,127
At 31 March 2023	318,959	138,168	457,127
<b>Depreciation</b>			
At 1 April 2022	-	126,854	126,854
Charge for the year	221,501	2,828	224,329
At 31 March 2023	221,501	129,682	351,183
<b>Net book value</b>			
At 31 March 2023	97,458	8,486	105,944
At 31 March 2022	318,959	11,314	330,273

#### 15 Fixed asset investments

	2023 £	2022 £
Shares in group undertakings and participating interests	1	1

#### Shares in group undertakings and participating interests

	Subsidiary undertakings £	Total £
<b>Cost</b>		
At 1 April 2022	1	1
At 31 March 2023	1	1
<b>Net book value</b>		
At 31 March 2023	1	1
At 31 March 2022	1	1

#### Details of undertakings

Details of the investments in which the charity holds 20% or more of the nominal value of any class of share capital are as follows:



## Compass Disability Services

### Notes to the Financial Statements for the Year Ended 31 March 2023

Undertaking	Country of incorporation	Holding	Proportion of voting rights and shares held		Principal activity
			2023	2022	
Subsidiary undertakings					
CDST Limited	UK	Ordinary	100%	100%	Trading arm

#### Subsidiaries

The loss for the financial period of CDST Limited was £1,562 (2022 - £39,821) and the aggregate amount of capital and reserves at the end of the period was £(39,542) (2022 - £(37,980)).

#### 16 Stock

	2023	2022
	£	£
Stocks	-	260

#### 17 Debtors

	2023	2022
	£	£
Trade debtors	24,829	68,204
Due from group undertakings	91,437	18,963
Prepayments	725	1,632
Accrued income	2,116	4,899
	<u>119,107</u>	<u>93,698</u>

#### 18 Cash and cash equivalents

	2023	2022
	£	£
Cash on hand	167	154
Cash at bank	17,883	4,195
Short-term deposits	873	864
	<u>18,923</u>	<u>5,213</u>

## Compass Disability Services

### Notes to the Financial Statements for the Year Ended 31 March 2023

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

	2023 £	2022 £
Trade creditors	2,395	7,343
Other taxation and social security	11,292	3,564
Other creditors	-	192
Accruals	5,580	4,200
Deferred income	15,786	10,239
	<u>35,053</u>	<u>25,538</u>
	2023 £	2022 £
Deferred income at 1 April 2022	(10,239)	-
Resources deferred in the period	(15,786)	(10,239)
Amounts released from previous periods	10,239	-
Deferred income at year end	<u>(15,786)</u>	<u>(10,239)</u>

#### 20 Funds

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
<b>Unrestricted funds</b>				
<i>General</i>				
Unrestricted funds	84,948	415,048	(404,795)	95,201
<b>Restricted funds</b>				
Wellbeing Centre	112,050	1,994	(12,823)	101,221
Compass Everyday	-	3,893	(3,893)	-
Norman Charitable Trust	-	2,500	-	2,500
Medlock Charitable Trust	-	5,000	-	5,000
Fairfield Charitable Trust	-	5,000	-	5,000
	<u>112,050</u>	<u>18,387</u>	<u>(16,716)</u>	<u>113,721</u>
<b>Total funds</b>	<u>196,998</u>	<u>433,435</u>	<u>(421,511)</u>	<u>208,922</u>

## Compass Disability Services

### Notes to the Financial Statements for the Year Ended 31 March 2023

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2022 £
<b>Unrestricted funds</b>					
<i>General</i>					
Unrestricted funds	6,258	407,083	(339,977)	11,584	84,948
<b>Restricted funds</b>					
DPO National Emergencies fund	4,668	-	(5,084)	416	-
The Will Charitable Trust - Compass Everyday	-	5,000	(5,000)	-	-
Sainsburys Hankridge Farm	-	2,406	(2,406)	-	-
Wellbeing Centre	119,722	12,759	(20,431)	-	112,050
Skills For Care	-	10,125	(10,125)	-	-
Bruce Wake Charitable Trust	-	2,000	(2,000)	-	-
Taunton Round Table	12,000	-	-	(12,000)	-
Foxglove Trust	-	3,000	(3,000)	-	-
Awards For All	-	10,000	(10,000)	-	-
Warburtons	-	400	(400)	-	-
	<u>136,390</u>	<u>45,690</u>	<u>(58,446)</u>	<u>(11,584)</u>	<u>112,050</u>
<b>Total funds</b>	<u>142,648</u>	<u>452,773</u>	<u>(398,423)</u>	<u>-</u>	<u>196,998</u>

## Compass Disability Services

### Notes to the Financial Statements for the Year Ended 31 March 2023

The specific purposes for which the funds are to be applied are as follows:

The Wellbeing Centre fund relates to funding provided from various sources towards the cost of construction and operation of the Wellbeing Centre. Funding has been received in the year in the form of grants from Somerset West and Taunton Council and West Somerset Council.

The Skills For Care Fund relates to funding received for running training sessions for staff members.

The Taunton Round Table Fund related to funding received for Lunch Club Development.

The Awards for All funds related to monies to be spent on the Wellbeing Centre.

The DPO - National Emergencies Fund related to funding received for the Covid-19 pandemic.

The Will Charitable Trust relate to funds received for Compass Everyday.

Sainsburys Hankridge Farm relates to funding received for the Wellbeing Centre.

Foxglove Trust relates to funds received for Compass Everyday.

The Bruce Wake Charitable Trust relates to funds received for Compass Everyday.

The Warbutons fund relates to funding received for the Wellbeing Centre.

#### 21 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2023 £
Tangible fixed assets	8,486	97,458	105,944
Fixed asset investments	1	-	1
Current assets	121,767	16,263	138,030
Current liabilities	(35,053)	-	(35,053)
Total net assets	95,201	113,721	208,922
	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2022 £
Tangible fixed assets	11,314	108,287	119,601
Fixed asset investments	1	-	1
Current assets	99,171	3,763	102,934
Current liabilities	(25,538)	-	(25,538)
Total net assets	84,948	112,050	196,998

## **Compass Disability Services**

### **Notes to the Financial Statements for the Year Ended 31 March 2023**

#### **22 Related party transactions**

During the year the charity made the following related party transactions:

##### **CDST Limited**

(Subsidiary of Compass Disability Services)

The Charity has provided funding to CDST Limited to assist with the start up of the Wellbeing Centre. £79,500 of this is via a formal loan on which interest is charged at the approved rate. Further loans were also made in the year totalling £79,300 and repayments of £20,500 were made in the year. The balance at the year end was £91,457 (2022: £25,967).

During the year the Charity also provided grants totalling £6,361 (2022: £53,938) to CDST to enable the set up and provision of support groups and for grants to carry out the works associated with restricted funding received by the charity.