



(A company limited by guarantee)

Report and Financial Statements

Year Ended: 31st March 2021

Charity no: 1100722

Company no: 04632497



Autism Bedfordshire

Autism Bedfordshire

Autism Bedfordshire

Autism Bedfordshire

<u>Contents</u>	<u>Pages</u>
Legal and Administrative Information	1
Report of the Management Committee	2 - 11
Independent Examiner's Report	12
Statement of Financial Activities	13
Balance Sheet	14
Statement of Cash Flows	15
Notes forming part of the financial statements	16 - 21

Legal and Administrative Information

Status

The organisation is a charitable company limited by guarantee, incorporated on 9th January 2003 and registered as a charity on 14th November 2003.

The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those Articles, the members of the Management Committee are elected at the A.G.M. to serve a period of 3 years, subject to ratification at each A.G.M.

Management Committee 2020/2021

The Members of the Management Committee are Trustees of the Charitable Company and Directors for the purposes of Company Law.

The following Trustees held office during the year:

- Jeff Bulled, Finance Director
- Philip Delafield
- Pat Guy
- Lauraine Montgomery, Chair
- Peter Scott, Secretary
- Pamela Wrest

Charity Information

Registered Office and Operation Address:

Suite B1, 1 Hammond Road, Elms Farm Industrial Estate, Bedford, MK41 0UD

Telephone: Tel: 01234 350704 (helpline) / Tel: 01234 214871 (general enquiries)

Email: enquiries@autismbeds.org

Website: www.autismbedfordshire.net

Company Registration Number: 04632497

Charity Registration Number: 1100722

Independent Examiner:

Andrew Russell F.C.C.A of Garner Associates LLP, Northwood House, 138 Bromham Road, Bedford, MK40 2QW

Bankers

Caf Bank Ltd, Kings Hill, West Malling, Kent, ME19 4TA.

Barclays Bank UK plc, 1 Churchill Place, London, E14 5HP

REPORT OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31ST MARCH 2021

The Management Committee presents its Report and Financial Statements for the year ended 31st March 2021.

Autism Bedfordshire is an independent charity providing countywide support in a variety of ways including information, advice, emotional and practical support to individuals with Autistic Spectrum Conditions, their parents/carers, families, and associated professionals. The charity was founded in 1991 by a small group of parents of autistic children, to share information and support each other. Over the last 29 years, the charity has expanded and developed its services, earning a widespread reputation for being an excellent provider of quality specialist support, including Ofsted gradings of Good and Outstanding.

Autism Bedfordshire provides support, information and guidance via a telephone helpline, information packs, the charity's newsletter, e-newsletters, website, Facebook, Twitter, library, and training courses and events. We work with the three local authorities in Bedfordshire to represent our members' views and to influence local policymaking and provision. Practical support and short breaks are provided through weekend family activity groups, evening youth groups, children's summer activity schemes, adult social groups, adult skills courses, and employment support. These services are co-ordinated by our office staff and run by specialist trained staff and volunteers. We additionally have two charity shops and a suite of Autism training courses for parents and practitioners.

Finance

The net incoming resources for the year were £841,867 (2020: £818,572). Of this £637,332 (2020: £513,278) was restricted to projects and £204,535 (2020: £305,294) was not restricted. The Trustee Board have officially designated £94,370 as necessary to our capital project and Supported Living, with the remaining £1,224 undesignated income adding to our reserves. The total undesignated reserves for year ending 31st March 2021 £142,039 (restricted £1,971 and unrestricted £140,068) a small increase from 2019-20: £140,815 (restricted £2,038 and unrestricted £138,777).

Office and Service Staff:

Covid-19 has had a significant impact on our organisation in terms of both service provision and income. During some of the lockdowns, we had to cancel many of our 'in person' services for autistic people and their families to reduce risks to our members and our staff. We continued to meet vulnerable autistic adults in the community for walks to prevent further isolation and crisis. We had to close our shops and head office and 9 staff were put on furlough but, with the help of emergency grant funding to purchase laptops and mobile phones, our remaining staff team were able to work from home and continue to provide vital support by adapting our services to online delivery. Sadly 3 posts were no longer viable and the staff were made redundant.

We are tremendously proud of our team at Autism Bedfordshire, who have been innovative and worked tirelessly to keep the autistic community active and distracted from the prevailing crisis and uncertainty about the future. Over the last year, through a blended offer of online and in-person services, we have facilitated and led more sessions than ever, which has been an incredible local offer and in such unprecedented times.

Volunteers

On the 2nd June 2020, Autism Bedfordshire were officially announced as one of the winners of the prestigious Queen's Award for Voluntary Service (QAVS) 2020. The QAVS is a unique UK national honour created by Her Majesty the Queen to recognise the outstanding contributions that groups of volunteers make to local communities. It has an equivalent status for voluntary groups as the MBE has for individuals. This was a fantastic achievement for everyone at Autism Bedfordshire and demonstrated the commitment and skills of all given in order to win this prestigious award. The awards are only given to groups of volunteers who make an outstanding difference to the lives of others in the community.

Across the charity volunteers typically, in an average year, contribute just shy of 30,000 hours of support and leadership, over all services, shops and the Trustee board. We have calculated that this would equate to 17 full time equivalent staff and would cost the charity a minimum of £250,000. It has been a challenging year for our volunteers in different way, with the increased involvement from the Trustees since the onset of the pandemic and with non-essential retail and some in person groups closed. However, many more volunteers supported the creation and delivery of sensory packs for autistic children and young people, online sales, and when the shops were allowed to re-open, our resilient and committed volunteers returned to ensure we could continue.

We are delighted to host the presentation of the Queen's Award for Voluntary Service (QAVS) 2020 on 11th October 2021, where HM Lord-Lieutenant of Bedfordshire Helen Nellis will present the award on behalf of Her Majesty the Queen.

Our gratitude goes to Autism Bedfordshire's Board of Trustees who volunteer their time to set the vision and standards for the charity and ensure its safe management and solvency. We are immensely proud of all our volunteer and appreciate every contribution, each and everyone makes.

Paid Staff at Services

We are fortunate to have such incredible staff working at our groups and we are extremely grateful to them for their level of care, enthusiasm and dedication to providing a safe, inspiring and fun time for the autistic children, young people and adults who attend. During the year we had 54 staff, equating to the equivalent of 8 full time staff.

Membership

Autism Bedfordshire supported over 1,400 members during the year and more through our online information and guidance on our website.

Activities and Performance

Information

Our charity e-newsletter, Pathway, is sent to users of our services and other interested parties and is available to download on our website. We also issue three more regular e-newsletters: 'Grapevine' about our Children's Services, 'The Orchard' for users of our Adults' Services and our Staff and Volunteers' e-newsletter.

Helpline

This year, more than ever, our members and others who had previously not reached out to us were in need of emotional and practical support. Despite the office closure due to the Covid-19 pandemic, we continued to operate our helpline service by phone and email, and extended the hours on Tuesdays and Thursdays from 5pm to 8.30pm to support both members and parents who could not call during the day. We managed an increased number of crisis situations where we provided remote and some in person interventions to prevent them escalating.

From April 2020 – early 2021 we developed a suite of targeted and specialised resources and new dedicated support groups. In 2020-2021 we received 1,426 helpline calls, a 210% increase on last year and received 100% positive feedback.

Children's Services

Emergency support for autistic children and their families

Our crisis support initiatives saw a total 758 sensory kits sent out to enable children and young people to cope, specialist social stories to help parents support their children during the pandemic and 148 personalised resources for families, further resources were downloadable from our website.

L.O.A.F. (Loads of Autistic Fun Saturday morning family club)

As a result of the Covid-19 pandemic, we had to cancel our in person sessions of L.O.A.F. in order to reduce risks to our members and our staff. In September, we were able to re-open our groups adhering to government guidelines. We continued to run sessions through to March 2021.

Wanted Fun (Youth club)

During the periods of lockdown, in place of our fortnightly in person social groups for autistic teenagers, we established weekly online chat room/zoom sessions increasing our capacity and reach. When restrictions were lifted, we resumed and offered trips and courses.

Summer Activities

Following the easing of government restrictions, we were delighted to be able to run a full, in person, adapted programme of summer activities to support autistic children and young people and provide short breaks for their families. All staff received additional Covid-19 and PPE training and were provided with appropriate PPE equipment. Additional safety measures included individual activity areas and resources, both inside and outside, and floor markings to ensure social distancing was maintained. On our 2020 schemes, we supported a total of 80 autistic children and their families enjoyed a total of 976 hours of short breaks

Family Farm Days

Later in the summer we ran 2 farm days at Animal Edge where families and their children could spend 1½ hours in allotted timeslots, enjoying time with the animals. In October, we arranged another day out at the farm. In total, 31 families attended, comprising 32 autistic children, 27 siblings and 49 parents.

Sporting Activities

In October and February, in partnership with the Bedford Blues Foundation & Blues Community, we organised rugby and multisport courses for autistic young people. We also organised a tennis course at the Riverside Tennis Club in Bedford. The 29 young people who attended enjoyed the opportunity of partaking in activities that were safe, uncrowded and autism-friendly.

Adults' Services

Social Activity Groups

During the periods of lockdown, in place of our in person social groups for autistic adults, we delivered online social groups and wellbeing sessions facilitated by our Adult Services team. After restrictions were eased, we were able to re-introduce our in person groups with socially distanced sport and leisure activities. During 2020-21, we ran a total of 395 social activity sessions (357 online and 38 in person) and supported 82 autistic adults.

Community Support

Due to the long period of social isolation during lockdown, many autistic adults lost their confidence and self-esteem, often to the point where they feared going back out into the community when restrictions were eased. In response to this, we launched a new Community Support Service in August 2020. 20 autistic adults were supported through this service in the 38 sessions.

Adult Skill Development Courses and Workshops

Our skill development courses provide highly structured learning opportunities for autistic adults to develop their confidence, self-esteem and social, communication and life skills. During the periods of lockdown, we provided the courses online. When circumstances allowed, we resumed our in person sessions. Topics covered independent living skills, self esteem and confidence and building resilience. In total we delivered 169 skills sessions – 138 online and 31 in person with 78 autistic adults benefiting from our skill development opportunities.

Employment Support

We continued to offer employment support through 1:1 sessions and webinars. These sessions provided support with various topics including: understanding the different types of jobs available; job searching; what skills, qualities and further training are needed; help in writing CVs and applications; preparing for an interview; and preparing to start a new job.

In total we ran 192 sessions (157 online and 35 in person) and supported 32 adults. 82% either gained paid employment and/or secured structured training, higher education or volunteering roles.

'My Future' Transitions Support

In 2021, we launched 'My Future' - a transition support service and 11 autistic young adults engaged with this new service and our first parent drop in was held on 31st March with 5 attendees.

Autism Training

We offer training to a range of delegates/practitioners from the public, private and voluntary sectors as well as parents/carers to develop understanding of autism across Bedfordshire.

The Covid-19 pandemic resulted in the initial cancellation of our pay per place workshops and suspension of all commissioned training. However, as soon as restrictions were eased in the Autumn Term, pay per place training was delivered face to face. Our training model was also adapted so that our trainer was able to successfully deliver pay per place training in the form of 3 hour workshops online via zoom. We were able to deliver a total of 10 workshops to 103 delegates.

Our commissioned training was rearranged and delivered via zoom and face to face delivery was offered when guidelines allowed our Training Manager on site. We were able to deliver 9 training sessions to 115 delegates.

During the year, we delivered a total of 19 courses to 216 individuals who attended. 98% of delegates rated our training as very good or excellent.

Parent Support, Conferences and Events

Annual General Meeting (A.G.M) 2020

We held our 29th Annual General meeting via zoom on 14th October 2020. 39 stakeholders attended. Our guest speaker was our Autism Manager, Mandy Higgs, who presented 'The Effects of COVID-19' with specific relevance to autistic people.

Parent Training

During the first lockdown, we sadly had to cancel some of our in person parent training in order to focus our attention on adapting the delivery of our core services. However, we resumed our parent training in the Autumn term, delivered via zoom. In total, 144 parents/carers benefited from attending the training sessions. All parents said they'd gained greater understanding about autism and that they'd learnt new skills/strategies to manage and cope with their child's autism.

Following the success of our 2019 conference, we arranged a week-long online conference for parents and carers across Bedfordshire. Talks and workshops were scheduled throughout the day between 23rd and 27th November, delivered by professionals, subject-specialist trainers and autistic adults. Themes covered communication, wellbeing, assessments and mental health. In total 22 hours of training were provided and 132 parents and carers benefited.

Luton VCS Short Breaks Consortium

Autism Bedfordshire acts as the Lead Body for the Consortium of Voluntary and Community Service short break providers for children and young people in Luton, and we have an Operations Manager who oversees the management and administration of the Consortium. From April 2020 the Consortium has been funded by a grant from Bedfordshire and Luton Community Foundation as part of the Luton Airport Limited Community Investment Fund.

Autism Bedfordshire

2020/21 was obviously a very challenging year because of the Coronavirus crisis. In March 2020 our members had to close their offices/services and quickly introduce a range of new policies and measures to change their working practices and services during the national lockdown. Although we were unable to provide our normal short break services in spring 2021, our members all worked very well to provide a range of new, innovative, support services for their users and families. In summer 2020, members were able to open their short break services again and this continued throughout the autumn and reverting in winter. The Consortium managed a 9% cut in funding grant part way through the year.

During the year there were again six members of the Consortium:

- Autism Bedfordshire
- Centre for Youth and Community Development (CYCD)
- CHUMS
- Families United Network (FUN)
- Friends of Bright Eyes (FOBE)
- Special Needs Out of School Club (SNOOSC)

In 2020/21 Consortium members provided 545 short break sessions, including 416 in person sessions and 129 online sessions. These sessions supported 225 disabled children and young people (aged 0-25), and 25 siblings, and provided 12,733 short breaks hours to families in Luton. Additionally a wide range of other support services were provided in Quarters 1 and 4 last year during the major lockdowns.

Grants, Donations & Fundraising

Grants

This year we raised £610,744 in restricted grants and £34,481 in unrestricted grants:

Unrestricted / Restricted	
BBC Children in Need - Small grants	£ 8,721
BBC Children in Need - Main grants	£33,004
Henry Smith Charity	£30,000
Wolfson Foundation	£30,000
Gale Family Foundation	£10,000
Baily Thomas Charitable Fund	£ 5,000
People's Postcode Trust	£20,000
Whitbread Plc. Chairman's Fund	£ 3,000
Steel Charitable Trust	£10,000
The National Lottery Community Fund: Covid Community Support Fund	£10,000
BBC Children in Need	£34,000
Gale Family Foundation	£35,000
Other Grants and Service Level Agreements	£416,500
Total Grants and Service Level Agreements	£645,225

Autism Bedfordshire

We are extremely grateful to Children in Need for the second year of their three year grant towards the salaries of our Children's Services Team, and to The Henry Smith Charity for their year two grant towards the running costs of our 'Loads of Autistic Fun' and 'Wanted Fun' projects. Grants from the NHS enabled us to provide much-needed personal support for autistic children during the difficult periods of lockdown. We were relieved to have been awarded a large number of 'emergency funding' grants to help keep our services running during the Covid-19 crisis. Significant grants came from the Gale Family Charity Trust, the Lottery Coronavirus Community Support Fund, the Edward Gostling Foundation and the Baily Thomas Charitable Fund. We appreciate our partners across Central Bedfordshire, Bedford Borough and Luton Borough Councils and in the NHS/CCG for our collaborations and continued service level agreements.

Our Adults' Services were again supported by the Big Lottery/ESF Building Better Opportunities fund which awarded £36,139 towards our Employment Support work. This service was also supported with a large grant from the People's Postcode Trust. We were delighted to have secured a generous grant from BBC Children in Need and Youth Futures Foundation towards our Adult Skills project and our new My Future project. Our Adult Skills project was also supported by the Robert McAlpine Foundation and the D'Oyly Carte Charitable Trust. Whitbread plc continued their support for us with a grant towards our Adult Social groups.

We are so grateful to all our grant funders, past supporters and new, without whom we would struggle to both deliver our services and secure new funds.

Donations and Fundraising

Due to the pandemic, our income from donations was significantly reduced this year. We received £80,816 compared with £137,277 in 2019-20. £36,336 came from London Luton Airport Ltd which we have used to support the costs to our organisation for managing the VCS Consortium of short breaks providers in Luton. Community fundraising was not viable in the Covid-19 climate and therefore fundraising activity was severely impacted. We are extremely grateful to everyone who has supported us and our thanks go to all those who donated or fundraised during such difficult circumstances.

Charity Shops

Despite being closed for most of the year, our two charity shops managed to make a surplus of just over £12,000 in 2020-21.

Future Plans & Strategy

This has been a challenging year, in which many of our services changed to urgently respond to the varying needs and significant demand as a result of the Covid-19 pandemic. We have listened and learnt more about how a blended delivery model of online and in person can successfully meet the need and increase our offer. As we consolidate, we plan to use and grow this model to increase our reach across the age groups, across the spectrum and Bedfordshire, Hertfordshire and Buckinghamshire. We will hold a number of conferences in 2021-2022 with all stakeholders and revise our 3 year strategic plan and 1 year operational plan. Amidst the pandemic we have successfully progressed plans for supported living.

Future Plans 2021 – 2022:

1. **Supported Living:** launch 2021 - 2022
2. **Training:** increase the number of trainers and online offer
3. **Funding:** increase income from all non-grant based income
4. **Local authority partnerships:** secure for all services to keep pace with the need
5. **Quality:** develop our quality standard and expertise
6. **Staff and Volunteers:** increase retention, performance and satisfaction
7. **Opportunities:** remain agile to respond to new need/opportunities

The seniority at Autism Bedfordshire is highly driven and committed to our plans/vision that Autism Bedfordshire needs to grow in a sustainable way, so that we can meet the needs of our autistic community, now and in the future. We again remain secure in the knowledge that the social enterprise models highlighted will require detailed economic planning, based on their individual sets of business plans – the developments of these models will require careful risk management to mitigate risks to our existing core services.

Charity wide, we are privileged we have a substantial amount of background and proficiency to manage and progress Autism Bedfordshire. We have the data, understanding, adherence and initiative to cautiously and effectively manage the changes set out in our plans. Regular and rigorous reporting structures are in place monthly and specialised areas of finance, funding and operations quarterly led by Trustees.

Whilst the coronavirus pandemic has resulted in significant national uncertainty, the Trustees do not consider that these uncertainties will impact on the charity's ability to continue as a going concern for the twelve months following the signing of the financial statements. Accordingly, we continue to adopt the going concern basis in preparing this annual report and financial statements.

Reserves Policy

Autism Bedfordshire adheres to the Charity Commission's guidelines and Charities Statement of Recommended Practice (SORP). The reserves policy of the Management Committee of Autism Bedfordshire is to have available unrestricted reserves of around 19% of the annual expenditure £142,039. This figure takes into consideration the full cost recovery of the charity shops and service delivery that is contractually fully funded and therefore carries no financial liabilities that require the charity to carry reserves for. The Board of Trustees is confident that Autism Bedfordshire will have sufficient funds available to meet foreseeable demands.

Risk Management

The Board of Trustees and Senior Management Team, recognise the charity's duties regarding the management of risk, and this is highlighted, reported on and discussed at monthly board meetings. Additionally, we have a financial risk audit committee who assess, identify and reduce the major risks to which the charity is vulnerable to. We are committed to updating our business continuity plans and strategic Risk Management Matrix (risk probability, area and impact) that we use to monitor and evaluate; and establish protocols to mollify and govern them, including the following areas:

- Mission/objectives
- Law and regulation
- Governance and management
- External, Environmental and operational factors
- Human resources
- Technological
- Financial
- Funds and fundraising
- Fraud

Responsibilities of the Management Committee

Our processes are driven by the committal to our constitution as a member led charity, whereby members elect the charity's trustees (also referred to as the Board of Directors in company law) for up to twelve members. The Charity Commission guidance and our Constitution and Articles of Memorandum note that 50% of trustees should be directly affected by the condition of which the charity supports. Trustees, who hold office for three years, may also stand for re-election at Autism Bedfordshire's Annual General Meeting. Throughout the year the Board of Trustees may recruit for vacancies, using the Trustee Recruitment Toolkit, and appoint them. However, Trustees appointed through that process may only hold office until the next Annual General Meeting (A.G.M) through which they will be eligible for re-election – alternatively they will be appointed at a General Meeting of the Company. The Board of Trustees must assign the roles of Chair, Finance Director and Company Secretary.

Company law requires the Management Committee to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date, and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Management Committee should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on an ongoing concern basis unless it is inappropriate to assume that the company will continue on that basis.

The Management Committee is responsible for maintaining proper accounting records, which 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. The Management Committee is 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.

Members of the Management Committee

Members of the Management Committee, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 1. Only those that have passed their probationary period of six months, have a suitable DBS disclosure and two satisfactory references are listed. Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. The total number of such guarantees as at 31st March 2021 was six.

Public Benefit Statement

The trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

Independent Examiner

Andrew Russell of Garner Associates LLP, our current Independent Examiner, has expressed his willingness to continue in that capacity.

This report has been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Approved by the Management Committee and signed on its behalf by:

Mrs. Lauraine Montgomery
Chair, Autism Bedfordshire



Date: 8 October 2021

Autism Bedfordshire

Independent Examiner's Report to the Trustees of Autism Bedfordshire

I report to the charity trustees on the accounts of Autism Bedfordshire for the year ended 31st March 2021, which are set out on pages 13 to 21.

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 Charitable Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, 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 the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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



Andrew Russell F.C.C.A.
Garner Associates LLP
Chartered Certified Accountants
Northwood House
138 Bromham Road
Bedford MK40 2QW

Date:  October 2021

Autism Bedfordshire

Statement of Financial Activities (including the Income and Expenditure Account) For the year ended 31st March 2021

For the year ended 31 st March 2021				2020			
		2021			2020		
	Notes	Unrestricted £	Restricted £	Total £	Unrestricted £	Restricted £	Total £
Incoming resources							
Donations and legacies							
		80,573	243	80,816	136,757	520	137,277
		1,750	-	1,750	2,833	-	2,833
		<u>82,323</u>	<u>243</u>	<u>82,566</u>	<u>139,590</u>	<u>125</u>	<u>140,110</u>
Other trading activities							
		13,744	-	13,744	35,322	-	35,322
	2	59,093	26,345	85,438	88,645	-	88,645
		<u>72,837</u>	<u>26,345</u>	<u>99,182</u>	<u>123,967</u>	<u>-</u>	<u>123,967</u>
Income from investments							
		113	-	113	289	-	289
Income from charitable activities							
	3	34,481	610,744	645,225	8,100	512,758	520,858
		12,997	-	12,997	28,423	-	28,423
		339	-	339	3,025	-	3,025
		1,445	-	1,445	1,900	-	1,900
		<u>49,262</u>	<u>610,744</u>	<u>660,006</u>	<u>41,448</u>	<u>512,758</u>	<u>554,206</u>
Total income and endowments							
		<u>204,535</u>	<u>637,332</u>	<u>841,867</u>	<u>305,294</u>	<u>513,278</u>	<u>818,572</u>
Resources expended							
Expenditure on raising funds							
		-	873	873	-	4,439	4,439
		3,866	4,808	8,674	68,881	-	68,881
		1,932	2,404	4,336	22,960	-	22,960
		1,932	2,404	4,336	22,960	-	22,960
	2	46,827	26,345	73,172	99,890	-	99,890
		<u>54,557</u>	<u>36,834</u>	<u>91,391</u>	<u>214,691</u>	<u>4,439</u>	<u>219,130</u>
Expenditure on charitable activities							
		5,265	282,924	288,189	2,340	284,868	287,208
		1,271	165,756	167,027	4,708	108,625	113,333
		113	11,367	11,480	1,512	10,734	12,246
		8,320	30,360	38,680	-	47,463	47,463
		383	29,863	30,246	-	-	-
		573	78,335	78,908	-	57,850	57,850
		38,392	1,960	40,352	56,273	-	56,273
		<u>54,317</u>	<u>600,565</u>	<u>654,882</u>	<u>64,833</u>	<u>509,540</u>	<u>574,373</u>
Total expenditure							
	4	<u>108,874</u>	<u>637,399</u>	<u>746,273</u>	<u>279,524</u>	<u>513,979</u>	<u>793,503</u>
Net income/(expenditure) and net movement in funds in the year							
		95,661	(67)	95,594	25,770	(701)	25,069
Transfers between funds							
		-	-	-	-	-	-
Net movement in funds							
		95,661	(67)	95,594	25,770	(701)	25,069
Reconciliation of funds							
Total funds brought forward							
		138,777	2,038	140,815	113,007	2,739	115,746
Total funds carried forward							
	14	<u>234,438</u>	<u>1,971</u>	<u>236,409</u>	<u>138,777</u>	<u>2,038</u>	<u>140,815</u>

Autism Bedfordshire

Balance Sheet As at 31st March 2021

	Notes	2021		2020	
		£	£	£	£
Fixed assets	10		10,990		6,752
Current assets					
Debtors	11	132,330		108,866	
Cash at bank		499,711		170,215	
		<u>632,041</u>		<u>279,081</u>	
Current liabilities					
Deferred income	12	352,497		105,187	
Other creditors and accruals	12	54,125		39,831	
		<u>406,622</u>		<u>145,018</u>	
Net current assets			225,419		134,063
Net assets	13		<u>236,409</u>		<u>140,815</u>
Reserves					
Unrestricted funds:					
General			140,068		138,777
Designated – Supported living			94,370		-
Restricted funds			1,971		2,038
Total funds	14		<u>236,409</u>		<u>140,815</u>

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

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

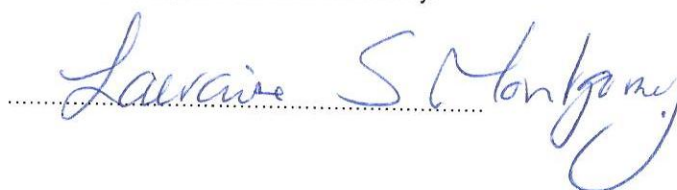
The trustees acknowledge their responsibility for:

- (a) ensuring that the charitable company keeps accounting records which comply with Section 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard FRS 102 (effective January 2015).

Approved by the Trustees on 8 October 2021 and signed on their behalf by:

Lauraine Montgomery
Chair, Autism Bedfordshire



Statement of Cash Flows

For the year ended 31st March 2021

	2021 £	2020 £
Cash flows from operating activities		
Net cash provided by (used in) operating activities	<u>338,372</u>	<u>77,658</u>
Cash flows from investing activities		
Purchase of fixed assets	(8,876)	(1,065)
Net cash used in investing activities	<u>(8,876)</u>	<u>(1,065)</u>
Cash flows from financing activities		
		-
Change in cash and cash equivalents in the year	329,496	76,593
Cash and cash equivalents at the beginning of the year	170,215	93,622
Cash and cash equivalents at the end of the year	<u>499,711</u>	<u>170,215</u>

Autism Bedfordshire

Reconciliation of net income to net cash flow from operating activities

For the year ended 31st March 2021

	2021 £	2020 £
Net income for the year	95,594	25,069
Adjustments for:		
Depreciation	4,638	6,172
(Increase) in debtors	(23,464)	(43,324)
Increase in creditors	261,604	89,741
Net cash provided by (used in) operating activities	<u>338,372</u>	<u>77,658</u>

Autism Bedfordshire

Analysis of cash and cash equivalents

For the year ended 31st March 2021

	2021 £	2020 £
Cash at bank and in hand	<u>499,711</u>	<u>170,215</u>

Notes forming part of the financial statements for the year ended 31st March 2021

Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2015) – (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The Charity has taken advantage of the concessions, provided for in the SORP, that are available to Charitable Companies that are not subject to a statutory audit.

b) Preparation of the accounts on a going concern basis

The Management Committee have reviewed the forecasts for Autism Bedfordshire for the remainder of the 2021-22 financial year, and are content that the charitable company will be able to meet its liabilities as they fall due. Accordingly, these accounts have been prepared on a going concern basis.

c) Voluntary income

Voluntary income received by way of donations and gifts is included in full in the statement of Financial Activities when receivable. The value of services provided by volunteers has not been included.

d) Grants

Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year which they are receivable.

e) Resources expended

Resources expended are recognised in the period in which they incurred. Resources expended include attributable VAT, which cannot be recovered.

f) Allocation of support costs

Costs are allocated to the particular activity where the cost directly relates to that activity. However, the cost of overall direction and administration on each activity, comprising the salary and overhead costs on the central function, is apportioned according to the percentage of staff time and resources estimated to have been spent/attributed to each activity.

g) Tangible Fixed Assets

Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, which in all cases is estimated at 5 years. Items of equipment are capitalised where the purchase price exceeds £500.

h) Unrestricted and Restricted Funds

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds. Restricted Funds are to be used for the specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

i) 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 amortised cost using the effective interest method. However, all the financial instruments are payable or receivable within one year and are therefore measured at the undiscounted amount of the cash expected to be paid or received.

j) Donations

The Charity benefits greatly from the involvement and dedicated support of its many volunteers, details of which are given in the annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts

Autism Bedfordshire

Notes forming part of the financial statements for the year ended 31st March 2021 (cont.)

2. Charity Shop Activity

	2021 £	2020 £
Income		
Income generated through shop sales	6,122	86,923
Donations	257	882
Gift Aid	471	840
Grants	59,695	-
Other	18,893	-
Total Income	85,438	88,645
Expenditure		
Salaries and overheads	73,172	99,890
Total Expenditure	73,172	99,890
Surplus / (Deficit)	12,266	(11,255)

3. Grants and Contracts

	Unrestricted £	Restricted £	2021 Total £	2020 Total £
Central Government/Local Authority Grants		246,763	246,763	175,485
Grant Making Trusts and Foundations	34,481	363,981	398,462	345,373
Total grants and contracts	34,481	610,744	645,225	520,858

4. Total resources expended

	Staff costs £	Direct costs £	Indirect costs £	Depreciation £	2021 Total £	2020 Total £
Fundraising, Consultancy and Autism Awareness	15,009	1,579	758	-	17,346	114,801
Charity Shop	32,990	10	39,847	325	73,172	99,890
Children, Young People and Family Services	156,985	66,566	62,180	2,458	288,189	287,208
Adult Services	120,817	9,529	36,032	649	167,027	113,333
Adult Supported Living	-	7,500	30,855	325	38,680	47,463
Autism and Parent Training	9,660	889	1,758	46	12,353	16,685
New Projects	10,824	16,311	3,111	-	30,246	-
Support Activities – (AIG)	65,068	-	13,284	556	78,908	57,850
Management and Administration	34,805	-	5,268	279	40,352	56,273
Total resources expended	446,158	102,384	193,093	4,638	746,273	793,503

Staff costs for the year include £396,344 (2020 £398,709) incurred as direct costs of providing services in line with the charity's objects. Management and Administration costs include £23,993 (2020: £14,488) for managing the Luton VCS Consortium of Short Break Providers

Autism Bedfordshire

Notes forming part of the financial statements for the year ended 31st March 2021 (cont)

5. Summary analysis of expenditure and related income for charitable activities

	Children, Young People & Family Services £	Adult Services and Supported Living £	Autism and Parent Training £	Support Activities and New Projects £	2021 Total £	2020 Total £
Costs	(288,189)	(205,707)	(12,353)	(109,154)	(615,403)	(522,539)
Grants received (restricted)	268,570	162,214	11,367	149,502	591,653	512,758
Net cost funded from other income	(19,619)	(43,493)	(986)	40,348	(23,750)	(9,781)

6. Net incoming resources for the year

	2021	2020
This is stated after charging:	£	£
Independent Examiner's fees	<u>5,662</u>	<u>4,524</u>
Depreciation	<u>4,638</u>	<u>6,172</u>

7. Trustee remuneration and the cost of key management personnel

No member of the Management Committee was remunerated for their role as Trustee.

The key management personnel of the Charity are the Chief Executive Officer, Funding Manager, Adults' Services Manager and Children's Services Manager. Their employee benefits total £128,948 (2020: £132,014).

8. Staff Numbers

The average monthly headcount was 62 staff (2020: 77 staff)

9. Taxation

The charitable company is exempt from corporation tax on its charitable activities.

Autism Bedfordshire

Notes forming part of the financial statements for the year ended 31st March 2021 (cont)

10. Tangible Fixed Assets

	Equipment and Database	Total
	£	£
Cost		
At 1 st April 2020	48,898	48,898
Additions	8,876	8,876
Disposals	-	-
At 31 st March 2021	<u>57,774</u>	<u>57,774</u>
Depreciation		
At 1 st April 2020	42,146	42,146
Charge for the year	4,638	4,638
Disposals	-	-
At 31 st March 2021	<u>46,784</u>	<u>46,784</u>
Net book value		
At 31 st March 2021	<u>10,990</u>	<u>10,990</u>
At 1 st April 2020	<u>6,752</u>	<u>6,752</u>

11. Debtors

	31.3.21	31.3.20
	£	£
Accrued income receivable	33,976	25,501
Other debtors and prepayments	<u>98,354</u>	<u>83,365</u>
	<u>132,330</u>	<u>108,866</u>

12. Creditors: amounts falling due within one year

	31.3.21	31.3.20
	£	£
Deferred income	352,497	105,187
Other creditors and accruals	<u>54,125</u>	<u>39,831</u>
	<u>406,622</u>	<u>145,018</u>

Autism Bedfordshire

Notes forming part of the financial statements for the year ended 31st March 2021 (cont.)

12. Creditors: amounts falling due within one year (cont).

The deferred income amount of £352,497 includes the following:

£73,221: 21 grants awarded for periods that overlap the 2020-21 and 2021-22 financial years and the remaining service delivery is scheduled for April 2021 - March 2022.

£9,533: prepayments for Autism Awareness Training courses where either the delivery date has either been postponed to after 31st March 2021 or that the payment has been made prior to delivery date 01/04/21-31/03/22 to secure their place.

£2,655 represents session fees for LOAF and Wanted Fun spring and summer terms and deposits and payments for the July and August 2021 Summer Activity Schemes

£97,182: 5 NHS SLA's awarded for periods that overlap the 2020-21 and 2021-22 financial years and the remaining service delivery is scheduled for April 2021 - March 2022

£3,012 representing Bedford Borough and Central Bedfordshire Council's automatic national business grants for qualifying non-essential retail for our 2 charity shops.

£62,537: represents 2 grants awarded in 2019-2020 for supported living delayed project expenditure until 2021-2022

£104,358: Represents 4 grants awarded for supported living delayed project expenditure until 2021-2022

The deferred income included in the balance sheet as at 31.03.19 was £105,187. Of this £42,650 has been included in the Charity's income for the year ending 31.03.20. The remaining income of £62,537 has been deferred for a further year for our supported living project.

13. Analysis of net assets between funds

	Fixed Assets	Cash	Other Net Assets	Total 31.3.21
	£	£	£	£
Restricted funds				
Summer Activities	-	2,615	(2,615)	-
L.O.A.F. Bedford	256	2,825	(2,825)	256
L.O.A.F. Luton	256	2,775	(2,775)	256
L.O.A.F. Leighton Buzzard	256	3,950	(3,950)	256
L.O.A.F. Biggleswade	256	2,490	(2,490)	256
Wanted Fun Luton	-	4,825	(4,825)	-
Wanted Fun Leighton Buzzard	-	5,075	(5,075)	-
Wanted Fun Bedford	-	3,950	(3,950)	-
Wanted Fun Biggleswade	327	3,610	(3,610)	327
Child Community Support	-	12,000	(12,000)	-
Adult Community Support	-	-	-	-
Information, Helpline, Pathway, Training	-	1,903	(1,903)	-
Extended Services	-	-	-	-
Skills 4 Success Project	-	8,721	(8,721)	-
Adult Social Groups	-	8,500	(8,500)	-
Adult Employment Support	-	-	-	-
Adult Skills Project	-	5,000	(5,000)	-
Adult Supported Living	-	166,895	(166,895)	-
Parent Training	-	3,813	(3,813)	-
Adult Transitions Reports	-	-	-	-
Personal Health Budgets – Sensory Kits	-	45,182	(45,182)	-
Voice Project	-	40,000	(40,000)	-
Job Retention Scheme	-	620	-	620
Total Restricted Funds	1,351	324,749	(324,129)	1,971
Unrestricted funds				
Designated fund – Supported Living	-	166,894	(72,524)	94,370
General Funds	9,639	8,070	122,359	140,068
Total Unrestricted Funds	9,639	174,964	49,835	234,438
Total Funds	10,990	499,713	(274,294)	236,409

Autism Bedfordshire

Notes forming part of the financial statements for the year ended 31st March 2021 (cont.)

14. Movements in funds

	At 1 st April 2020 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 st March 2021 £
Restricted Funds					
Summer Activities	-	123,595	(123,595)	-	-
L.O.A.F. Bedford	393	17,299	(17,436)	-	256
L.O.A.F. Luton	393	21,391	(21,528)	-	256
L.O.A.F. Leighton Buzzard	393	19,182	(19,319)	-	256
L.O.A.F. Biggleswade	393	15,830	(15,967)	-	256
Wanted Fun Luton	-	13,763	(13,763)	-	-
Wanted Fun Leighton Buzzard	-	13,805	(13,805)	-	-
Wanted Fun Bedford	-	12,057	(12,057)	-	-
Wanted Fun Biggleswade	466	12,220	(12,359)	-	327
Child Community Support	-	23,737	(23,737)	-	-
Adult Community Support	-	7,768	(7,768)	-	-
Information, Helpline, Pathway, Training	-	71,183	(71,183)	-	-
Extended Services	-	6,639	(6,639)	-	-
Skills 4 Success Project	-	7,154	(7,154)	-	-
Adult Social Groups	-	29,282	(29,282)	-	-
Adult Employment Support	-	62,372	(62,372)	-	-
Adult Skills Project	-	35,712	(35,712)	-	-
Adults Supported Living	-	30,360	(30,360)	-	-
Parent Training	-	10,066	(10,066)	-	-
Adults Transitions Reports	-	6,811	(6,811)	-	-
Personal Health Budgets – Sensory Kits	-	23,052	(23,052)	-	-
Job Retention Scheme	-	74,054	(73,434)	-	620
Total Restricted Funds	2,038	637,332	(637,399)	-	1,971
Unrestricted Funds					
Designated Fund – Supported Living				94,370	94,370
General Funds	138,777	204,535	(108,874)	(94,370)	140,068
Total Unrestricted Funds	138,777	204,535	(108,874)	-	234,438
Total Funds	140,815	841,867	(746,273)	-	236,409

15. Financial instruments

The financial instruments held by the charity are as follows

	31.3.21 £	31.3.20 £
Debtors, other than prepayments	71,888	46,448
Cash at bank	499,711	170,215
Creditors and amounts falling due within one year	406,622	145,018

All of the financial instruments are measured at the amount of cash expected to be paid or received. No financial instruments are discounted under amortised cost using the effective interest rate method. There are no loans or hedges of financial risk. The total interest income was £113 (2020: £289) and there was no interest expense in either year. There was no impairment loss on any financial asset.