

The Chiltern Centre Limited

England & Wales · Charity number 1101218

Details

Other names	THE CHILTERN CENTRE FOR DISABLED CHILDREN LIMITED, The Chiltern Centre Limited, THE CHILTERN CENTRE
Status	Registered
Legal form	Charitable company
Company number	04843950
Registered	2003-12-16
Register	View on the Charity Commission register

Contact

Address	Chilterns End Greys Road Henley-On-Thames RG9 1QR
Phone	07793526117
Email	chiltern@chilterncentre.org.uk
Website	www.chilterncentre.co.uk

Activities

Objects: THE CHARITY'S OBJECTS ('THE OBJECTS') ARE THE PROVISION OF CARE, RESPITE, HELP, EDUCATION, PLAY AND SUPPORT SERVICES FOR CHILDREN AND YOUNG PERSONS AND ADULTS, INCLUDING CHILDREN AND YOUNG PERSONS AND ADULTS SUFFERING FROM MENTAL OR PHYSICAL HARDSHIP AND/OR LEARNING DISABILITIES, AND RESPITE, HELP AND SUPPORT FOR THEIR FAMILIES, CARERS AND GUARDIANS.

Activities: The provision of respite care and associated services to young people and their families

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** Disability
- **Who:** Children/young People, People With Disabilities

Geography

- Bracknell Forest
- Buckinghamshire
- Oxfordshire
- Reading
- Slough
- West Berkshire
- Windsor And Maidenhead
- Wokingham

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£1,253,136	£1,096,561	£1,922,001	23
2023-12-31	£1,270,778	£1,035,700	£1,765,426	23
2022-12-31	£1,417,223	£854,678	£1,530,348	21
2021-12-31	£762,366	£700,982	£967,803	14
2020-12-31	£523,652	£582,648	£906,419	15

Trustees

Name	Role	Appointed
David John Buckle		2026-04-17
David Jonathan Haddock		2018-05-23
Jonathan Martin Gedling		2025-08-21
LISA DRAGE		2016-11-12
NICHOLAS CHARLES THOMAS STEEL		2016-11-24
Paul Venables		2020-01-22
Sangita Boyd		2022-01-26

The Chiltern Centre Limited

England & Wales - Charity number 1101218

Accounts

COMPANY REGISTRATION NUMBER 04843950

THE CHILTERN CENTRE LIMITED

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 DECEMBER 2024

Charity Number 1101218



The Courtyard,
Shoreham Road,
Upper Beeding,
Steyning,
West Sussex,
BN44 3TN

THE CHILTERN CENTRE LIMITED

YEAR ENDED 31 DECEMBER 2024

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THE CHILTERN CENTRE LIMITED
TRUSTEES' ANNUAL REPORT
YEAR ENDED 31 DECEMBER 2024

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Name	The Chiltern Centre Limited
Charity Registration Number	1101218
Company Registration Number	04843950 (England and Wales)
Registered Office	The Chiltern Centre Greys Road Henley-on-Thames Oxfordshire RG9 1QR

DIRECTORS AND TRUSTEES

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year-end were as follows:

	Sangita Boyd (Safeguarding Trustee) Lisa Drage David Haddock Ivor Lloyd (Chair) Nicholas Steel (Fundraising Director) Stephen Unsworth Paul Venables (Finance Director) Helen Mary Goss (resigned: 18 March 2024)
Secretary	David Haddock
Honorary President	Paul Barrett
Patrons	Lady McAlpine Mr Alex Haigh Mrs Gaie Scouller Mr Christopher Laing CBE DL
Director of Services	Gareth Groves
Nominated Individual	Stephen Unsworth
Parental Advisor to the Board	Lisa Drage
Media Advisor to the Board	Richard Reed

THE CHILTERN CENTRE LIMITED
TRUSTEES' ANNUAL REPORT
YEAR ENDED 31 DECEMBER 2024

Independent Auditors

TC Group
The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Bankers

The Co-operative Bank plc
PO Box 101
1 Balloon Street
Manchester
M60 4EP

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2024

The trustees are pleased to present their annual Trustees' report together with the financial statements of the charitable company for the year ended 31 December 2024 which are also prepared to meet the requirements for a Directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Charitable Status was granted to the Company on 16 December 2003. The charity is a private company limited by guarantee. Its governing documents are its Memorandum and Articles of Association.

Management Structure

The Board of Trustees directs the strategy of the charity and monitors all aspects of the charity's activities at its quarterly Board meetings. The charity is managed by a Senior Leadership Team comprised of the Director of Services, Head of Fundraising, Finance Manager, Administration Manager and Deputy Manager. The day-to-day delivery of care and support is managed by the Deputy Manager, Team Leaders and Senior Team who in turn are supported by a team of dedicated and passionate Support Staff.

Procedures for Appointing Trustees

In normal circumstances, in appointing new trustees, the Charity will make information available externally of a vacancy, to encourage applicants from diverse groups including global majority. It may also approach individuals who may be able to make a particular contribution and invite them to be considered. The Charity applies equal opportunities policies to the appointment of trustees.

Induction and Training of Trustees

Prospective trustees will be given a 'Trustee Recruitment Pack' outlining their expected role and responsibility, as well as appropriate literature from the Charity Commission to help ensure that they are fully conversant with their role and duties. They will also be invited to attend a Board Meeting as an observer and to visit the Centre and become acquainted first hand with its work. All Trustees are required to undergo vetting by the DBS and to complete training in safeguarding. They are also directed to a number of helpful Charity Commission resources.

The Board is encouraged to critique its performance at regular intervals.

Risk Management

The trustees are responsible for the management of risks faced by the Centre. To ensure efficient risk management they oversee processes which identify, assess and control risk.

The trustees perform their own review of the major risks to which the charity is exposed at their quarterly Trustees' Meetings at which the Senior Leadership Team is present and take appropriate actions to mitigate those risks.

Following CQC registration a number of trustees have visited the Centre and looked at any areas of concern to ensure compliance with CQC requirements.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2024

Public Benefit Statement

Section 4 of the Charities Act 2011 requires the charity trustees to comply with their duty to have due regard to public benefit guidance published by the Charity Commission in exercising their powers or duties. As Trustees we are mindful of this obligation and have referred to the guidance when reviewing our aims and objectives and in planning our future activities. We have considered how planned activities will contribute to the aims and objectives we have.

About The Chiltern Centre

The Chiltern Centre has one simple goal: to give young people with disabilities a place to thrive. Over the years, The Chiltern Centre has become an important part of the community, offering a variety of enriching opportunities that support our young adults to live life to the full.

The Chiltern Centre has always been about more than just care and support, it has been about celebrating every individual, supporting their journey and aspirations, and marking all their achievements along the way.

The Chiltern Centre is still driven by that same purpose, thanks to the dedication of our amazing team, and the generosity of our supporters.

For the people we support, The Chiltern Centre is a place of friendship, growth and everyday joy. It is a space where everyone can discover their potential, build lasting relationships and experience moments that truly matter.

We are committed to offering young adults with disabilities the opportunity to thrive and be who they want to be!

2024 overview

32 people used The Chiltern Centre in 2024 where we provided 10,183 hours of day support and 19,669 of overnight support.

The People we support have continued to take part in a wide variety of enriching opportunities such as Vana Farm, Inclusion Unlimited and Music Therapy, and they have also experienced education through working in partnership with The Beale Trust. These have given them the opportunity to experience a work environment, learn new skills, engage with their natural environment and focus on their health and happiness.

Further weekends away were spent at Butlins and The Calvert Trust creating many lasting memories.

Our Buddies Social Group continues to thrive, with the Group performing *The Silent Boy* at The Kenton Theatre and once more being an integral part of the Henley Regatta for the Disabled.

In 2024 our staff have gone above and beyond to provide supportive, creative and dynamic environments enabling people to fulfil their potential and live the life they choose.

We focused on promoting the wellbeing of staff through recognising and celebrating staff achievements and highlighting national events such as Mental Health Awareness Week.

Funding

Service revenue is received through contracts with Local Authorities, Integrated Care Boards and through direct payments. Due to maximising capacity, the Chiltern Centre can remain sustainable for the longer term. Additionally, through the excellent and proactive work of the Fundraising Team we can provide new opportunities and experiences for the people we support.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2024

New Build Project

Today, after 20 successful years at our existing location, we are operating at full capacity on overnight stays, look after 27 young people and have an ongoing waiting list of over 20 young people and their families who want to use our services. This demonstrates the clear rationale and urgent need for our new build.

Paul Barrett our Honorary President and Paul Venables our Finance Director have taken on the day-to-day management of the project and lead the negotiations with key stakeholders. Our buildings committee which meets monthly includes seasoned professionals in property development, planning and architecture that provide expert advice on a pro bono basis, and we are very grateful for their efforts.

In 2021 Henley Town Council approved the inclusion the Highlands Park development and the existing Chiltern Centre site in the revised Joint Henley and Harpsden Neighbourhood Plan. This was subject to a referendum and was approved by 80% of Henley and Harpsden residents who voted.

As part of the approved Henley & Harpsden plan, Crest Nicholson (owner and housing developer) of the Highlands Park Northern Field have publicly committed to donating an acre of land to the Chiltern Centre as part of that development. This will enable us to build a modern purpose-built facility in the Henley area which will double our capacity and set us up for the next 20+ years.

The project involves 4 main stages.

1. Agreement with Crest Nicholson on the donation and timing of transfer of a serviced plot of land of 1 acre.
2. The design, planning, contracting and build of our new facility.
3. The sale of our existing premises to generate funds for the new build and
4. A successful fundraising project to raise in the region of c£4m for the new build of which we expect the charity and the sale of our existing facility to provide c£1.75m.

This is a complex project, critical parts of which are not within our control, especially the timing of Crest applying for and securing planning permission for the development and then starting construction which will determine when we get access to the site to build our new facility. Our aspiration is to have completed the project within the next 5 years.

Once the timing of Crests development becomes more certain, our current site will be marketed for sale for building development, and we will launch a major fundraising campaign to fund the new facility at Highland Park.

In January 2025, Crest Nicholson submitted their Hybrid planning application for the Highlands Park development, which is an important first milestone in the planning process. In March 2025, we agreed Outline Heads of Terms with Crest Nicholson on the donation and timing of the 1 acre serviced plot.

We are well underway with the design of our proposed new build facility, which will require planning permission and in November 2024, we submitted our Design and Access Statement to SODC as part of a pre-application planning enquiry and received positive and valuable feedback on that submission from SODC in January 2025.

This is a once in a generation opportunity to secure the long-term future of the Chiltern Centre and significantly expand the level of services we can provide for young adults with disabilities in our community. We will need the continued full support of the local community to make this project a reality.

THE CHILTERN CENTRE LIMITED
TRUSTEES' ANNUAL REPORT
YEAR ENDED 31 DECEMBER 2024

Fundraising

2024 has brought continued financial challenges for many, yet thanks to the unwavering generosity of our supporters and friends, we were once again able to meet our fundraising target to secure the ongoing financial sustainability of the Centre.

Throughout the year, we hosted a range of successful events that not only raised vital funds but also strengthened our sense of community in Henley-on-Thames and the surrounding areas. Our ever-popular golf days were held at both Badgemore Park Golf Club and Henley Golf Club. We were also delighted to be chosen as the Lady Captain's charity of the year at Badgemore Golf Club, who raised over £6,000 for the Chiltern Centre.

We also extend our heartfelt thanks to the many local businesses, community groups, and schools whose involvement has been instrumental in our ability to provide consistent care. Our special Thanks go to parents of Trinity School whose bike ride raised over £11,000 and Rupert House School who have adopted us as their Charity of the Year for 2 years. We remain especially grateful to the organisers of the Big Sunday Lunch for their continued and consistent, generous support.

After being postponed due to the devastating earthquake in 2023, our challenge trek to Mount Toubkal in Morocco was finally able to take place — and proved a huge success, raising over £24,000 with all the team successfully summitting the highest peak in the Atlas Mountains.

We are fortunate to receive consistent backing from numerous Charitable Trusts and Foundations, enabling us to plan and deliver essential care with confidence. South Oxfordshire District Council continued to support our Community Fundraiser role, for which we are very grateful. In a financial climate still shaped by the cost-of-living crisis, the support of our local community has remained steadfast.

Finally, the Trustees would like to express their deep appreciation for the hard work and creativity of our part-time fundraising team: Jane Ainslie, Cheryl Purver, Izzy Ansell, and Emma Lerche-Thomsen.

Patrons

We are deeply grateful to our wonderful patrons Lady Judy McAlpine, Alex Haigh, Gale Scouller and Christopher Laing who have consistently supported the Chiltern Centre in many ways over many years.

Advisors

Lisa Drage continues as Parental Advisor to the Board.

Helen Goss was appointed in March 2022 as Trustee and pro bono legal advisor to the Centre. As she resigned in March 2024, we are currently seeking a legally trained replacement.

Richard Reed continues as Media Advisor to the Board and to the Fundraising Committee.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2024

Financial Review

The background to the 2024 financial results and the comparisons with 2023 is that in 2023, we saw a further increase in demand for our services including record utilisation of overnight capacity at >98% until November 2023. In 2024, the demand for our day services increased further and although utilisation of overnight capacity was lower in Q1, it then increased to c98.5% of capacity for the remainder of the year. This along with a significant ongoing waiting list of >20 young adults and their families, continues to demonstrate the need for our new facility and the material increase in capacity that this will bring.

As in 2023 and like most businesses, we faced a major challenge to increase and retain our high-quality management and care staff, and to ensure we continue to provide a high-quality service to our young adults, we increased care staff pay levels by 5% in April 2024. Additionally, we further strengthened our management team with the appointment of a deputy centre manager, and this appointment and retaining a higher level of utilisation of core care staff across the year enabled us to materially reduce agency staff in the year by c70%. Finally, and importantly, on the back of our 2023 financial performance we did not increase our charge rates in 2024

Total underlying income (excluding legacies and material one off items) decreased by £4k to 1253k, comprising income from charitable activities (services provided) of £973k (down £7k) with the Centre continuing to operate at near record utilisation levels, income from fundraising including grants and donations at £229k (down £17k, primarily due to the fact that in 2023 we had a 20th anniversary fundraising dinner) and interest income of £50k (up £20k). In addition, in 2023 we received one off income of £14k from a legacy which was designated to our new build project fund.

Total costs increased by £61k or 6% to £1097k, comprising costs on charitable activities (services provided) of £987k (up £63k), with the strengthening of our operational management, pay increases and other inflationary cost increases, and costs from fundraising at £110k (down £2k).

Thus overall, we generated a surplus of £157k in 2024 which compares to an underlying surplus of £221k in 2023. The results in both years are a credit to the efforts of our Director of Services and his team and the fundraising staff who:

- continue to work hard to maintain a high-quality service to the Young Adults and their families who use our services, maintain staff continuity and morale and
- generate important levels of fundraising which is vital to the continued success, the viability of the centre and our aspirations for the new build project.

The results also clearly demonstrate the continued vital importance of our fundraising efforts as the net funds raised in 2024 of £119k comprise the majority of the £157k surplus. In fact, excluding net fundraising income and interest income, our charitable activities (services provided) operated at a deficit of £13k

Further to the earlier note on the proposed building project, we have formally designated a further £150k of our unrestricted reserves towards the cost of the new build, which brings the total funds designated to the new build project to £1.25m.

Moving onto the Balance Sheet, the Centre Finance Manager has continued to keep a tight control on cash collection and debtors. Trade debtors of £185k was the same as achieved in 2023, and we exited the year with a cash balance of £1451k up £179k on the previous year. During the year, we incurred capital expenditure of £27k on a replacement minibus.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2024

Reserves Policy

The trustees have considered the need to hold reserves to balance risk and have set a policy which makes provision for free reserves equivalent to three months running costs for the charity. Three months running costs are currently deemed to be c£310k by the trustees. The general fund of £494k includes tangible fixed assets (not covered by the restrictive funds) of £157k, with the remaining £337k to cover the running costs of the charity as per the policy noted above. Additionally, we have unrestricted reserves of £1.25m which is designated towards the new build project fund.

Future Plans

As we continue to further improve and develop the high-quality bespoke services provided by the centre and plan for the potential new building project which would transform the capacity and services we can provide for our Young Adults, their families and our prospective clients, our current priorities are as follows:

1. To continue to provide a high-quality personalised service for as many Young Adults and their families as capacity constraints in our existing facility enable.
2. To continue to ensure the financial viability of The Chiltern Centre for the long term.
3. To continue to support the Henley and Harpsden Neighbourhood Plan, and specifically a) planning permission to be granted to the Highlands Farm development and the proposed new Chiltern Centre building included within it and b) the sale or redevelopment of the existing Chiltern Centre facility as a site for housing development which will help generate material funds to support the new build project.
4. To continue to develop fundraising plans to support the new build project should planning permission be given to the Highlands Farm development and the proposed new Chiltern Centre building.

Thanks

The Trustees would like to thank the many national organisations who support us, as well as many organisations and individuals in the local community who do so. Thanks, are also due to our Members and the growing ranks of Friends as well as the Henley Standard and Henley Herald for their ongoing coverage and support; to South Oxfordshire District Council for their grants; to the parents and carers of the children and young persons who use our services. We are very grateful to our Patrons, our dedicated staff, and to our Fundraising Team for their unstinting efforts on behalf of the Chiltern Centre.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2024

RESPONSIBILITIES OF THE TRUSTEES

The Trustees (who are also the Directors of the Chiltern Centre Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which 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 the 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 then apply them consistently;
- Observe the methods and principles in the Charities SORP (FRS 102);
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping proper accounting records that 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. The trustees 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.

In so far as the trustees are aware:

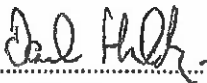
- There is no relevant audit information of which the charitable company's auditor is unaware; and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

AUDITOR

TC Group are deemed to be re-appointed under section 487(2) of the Companies Act 2006.

Registered office:
Greys Road
Henley on Thames
Oxfordshire
RG9 1QR

Signed by order of the Trustees


..... 1.7.25
David Haddock
Charity Secretary and Trustee

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE
CHILTERN CENTRE LIMITED (continued)**

OPINION

We have audited the financial statements of The Chiltern Centre Limited (the 'charitable company') for the year ended 31 December 2024 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes numbered 1 to 20. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

BASIS FOR OPINION

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

CONCLUSIONS RELATING TO GOING CONCERN

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

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

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

OTHER INFORMATION

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

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

We have nothing to report in this regard.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE
CHILTERN CENTRE LIMITED (continued)**

OPINIONS ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

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

- the information given in the Trustees' Annual Report, which includes the Directors' Report prepared for the purposes of company law, is consistent with the financial statements; and
- the Directors' Report included within the Trustees' Annual Report has been prepared in accordance with applicable legal requirements.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of our audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

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

RESPONSIBILITIES OF TRUSTEES

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

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

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE
CHILTERN CENTRE LIMITED (continued)**

EXTENT TO WHICH THE AUDIT WAS CONSIDERED CAPABLE OF DETECTING IRREGULARITIES, INCLUDING FRAUD

The objectives of our audit, in respect of fraud, are: to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses; and to respond appropriately to fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and its management.

Our approach was as follows:

- We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general sector experience, and through discussion with the trustees and other management (as required by auditing standards), and discussed with the trustees and other management the policies and procedures regarding compliance with laws and regulations (see below);
- We identified the following areas as those most likely to have such an effect: health and safety; General Data Protection regulation (GDPR); fraud, bribery and corruption; Care Quality Commission (CQC), and employment law. Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the trustees and other management and inspection of regulatory and legal correspondence, if any.
- We considered the legal and regulatory frameworks directly applicable to the financial statements reporting framework (FRS 102, the Companies Act 2006 and the Charities Act 2011) and the relevant tax compliance regulations in the UK;
- We considered the nature of the charitable company's operations, the control environment and financial performance;
- We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit;
- We considered the procedures and controls that the charitable company has established to address risks identified, or that otherwise prevent, deter and detect fraud; and how senior management monitors those programmes and controls.

Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Where the risk was considered to be higher, we performed audit procedures to address each identified fraud risk. These procedures included testing manual journals; reviewing the financial statement disclosures and testing to supporting documentation; performing analytical procedures; and enquiring of management and were designed to provide reasonable assurance that the financial statements were free from fraud or error.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE
CHILTERN CENTRE LIMITED (continued)**

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

USE OF OUR REPORT

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


Mark Cummins FCCA (Senior Statutory Auditor)

For and on behalf of TC Group

Statutory Auditor
Office: Steyning, West Sussex

Date: 3 July 2025

THE CHILTERN CENTRE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE
INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 DECEMBER 2024

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
INCOME AND ENDOWMENTS FROM:						
Donations and legacies	2	151,363	-	43,649	195,012	205,203
Charitable activities	3	973,319	-	-	973,319	980,122
Other trading activities	4	33,851	-	-	33,851	54,994
Investments	5	50,499	-	-	50,499	30,074
Other Receipts	6	455	-	-	455	385
TOTAL		1,209,487	-	43,649	1,253,136	1,270,778
EXPENDITURE ON:						
Raising funds	7	109,559	-	-	109,559	112,164
Charitable activities	8	902,673	-	84,329	987,002	923,536
TOTAL		1,012,232	-	84,329	1,096,561	1,035,700
NET INCOME/(EXPENDITURE)		197,255	-	(40,680)	156,575	235,078
Transfers between funds	16	(150,000)	150,000	-	-	-
NET MOVEMENT IN FUNDS		47,255	150,000	(40,680)	156,575	235,078
RECONCILIATION OF FUNDS 16-17						
Total funds brought forward		447,192	1,100,000	218,234	1,765,426	1,530,348
TOTAL FUNDS CARRIED FORWARD		494,447	1,250,000	177,554	1,922,001	1,765,426

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 17 to 27 form part of these financial statements.

THE CHILTERN CENTRE LIMITED

BALANCE SHEET

AS AT 31 DECEMBER 2024

	Note	2024 £	2023 £
FIXED ASSETS			
Tangible assets	13	293,691	319,156
CURRENT ASSETS			
Debtors	14	233,331	234,914
Cash at bank		<u>1,451,396</u>	<u>1,272,238</u>
		1,684,727	1,507,152
CREDITORS: Amounts falling due within one year	15	<u>(56,417)</u>	<u>(60,882)</u>
NET CURRENT ASSETS		1,628,310	1,446,270
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,922,001</u>	<u>1,765,426</u>
NET ASSETS		<u>1,922,001</u>	<u>1,765,426</u>
FUNDS			
Unrestricted funds			
General	16	494,447	447,192
Designated	16	<u>1,250,000</u>	<u>1,100,000</u>
		1,744,447	1,547,192
Restricted funds	16	<u>177,554</u>	<u>218,234</u>
TOTAL FUNDS		<u>1,922,001</u>	<u>1,765,426</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the members of the committee on the 7.25 and are signed on their behalf by:



Mr P Venables
Finance Director
Company Registration Number: 04843950

The notes on pages 17 to 27 form part of these financial statements.

THE CHILTERN CENTRE LIMITED

CASH FLOW STATEMENT

FOR THE YEAR ENDED 31 DECEMBER 2024

	Note	2024 £	2023 £
Cash flows from operating activities			
Cash generated from operations	18	155,953	566,468
Investing activities			
Purchase of tangible fixed assets	13	(27,294)	(16,306)
Investment income		50,499	30,074
Net cash (used in) investing activities		<u>23,205</u>	<u>13,768</u>
Net Increase / (decrease) in cash and cash equivalents		179,158	580,236
Cash and cash equivalents at the beginning of the year		<u>1,272,238</u>	<u>692,002</u>
Cash and cash equivalents at the end of the year		<u><u>1,451,396</u></u>	<u><u>1,272,238</u></u>

The notes on pages 17 to 27 form part of these financial statements.

THE CHILTERN CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2024

1. ACCOUNTING POLICIES

a. Basis of accounting

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

The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charitable company and rounded to the nearest £.

The Chiltern Centre 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

Having considered future budgets and cash flows, the trustees confirm that they have no material uncertainties about the entity's ability to continue as a going concern for the foreseeable future.

b. Fund accounting

- General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds are unrestricted funds which have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.
- Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

c. Income

All income is included in the Statement of Financial Activities when the charity is legally entitled to the income, it is probable the income will be received and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Income from donations and legacies received by way of donations, grants and fundraising events is included in full in the Statement of Financial Activities. Income received for services provided is recognised on a receivable basis. Grants are included in Incoming resources when the charity is entitled to the income, it is probable the income will be recovered and when the income can be measured reliably.
- Gift aid reclaimable on donations to the charity is included upon submission of the gift aid claim.
- Donated services and facilities are included at the value to the charity where this can be quantified.
- Investment income is included when receivable.
- Income resources from charitable activities are accounted for when earned.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

1. ACCOUNTING POLICIES (continued)

d. Expenditure

All expenditure is accounted for on an accruals basis as a liability is incurred. Expenditure includes VAT, which cannot be recovered, and is reported as part of the expenditure to which it relates.

- Expenditure on raising funds comprise the cost associated with attracting donations and legacy income.
- 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. Also included within charitable expenditure are governance costs which include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and salary costs associated with the audit and statutory registration requirements. Salary costs are allocated by taking a percentage of the managerial and administration support salaries.
- All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

e. Tangible fixed assets and depreciation

Fixed assets are recorded at cost less accumulated depreciation. The costs of minor additions are not capitalised.

Depreciation is provided on office, play and general equipment at a rate to write off the value fully over three years on a straight line basis.

Depreciation is provided on vehicles at a rate to write off the value fully over five years on a straight line basis.

Depreciation is provided on the freehold building to write off the value over 15 years. Land is not depreciated.

The carrying values of tangible fixed assets are reviewed for impairment periodically if events or changes in circumstances indicate the carrying values may not be recoverable.

f. Pension scheme

The Charity operates a defined contribution pension scheme into which the employees may contribute. The Company also contributes into this scheme.

h. Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK tax purposes.

i. Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks and other short-term liquid investments with original maturities of three months or less.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

1. ACCOUNTING POLICIES (continued)

j. Financial instruments

The charitable company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charitable company's balance sheet when the charitable company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities.

k. Critical accounting estimates and judgements

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

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

The trustees do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

THE CHILTERN CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2024

2. DONATIONS AND LEGACIES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Grants	32,000	-	43,649	75,649	122,183
Donations	119,363	-	-	119,363	68,804
Legacies	-	-	-	-	14,216
	<u>151,363</u>	<u>-</u>	<u>43,649</u>	<u>195,012</u>	<u>205,203</u>

Income from donations and legacies was £195,012 (2023: £205,203) of which £151,363 (2023: £104,441) was attributable to unrestricted funds, £nil (2023: £14,216) was attributable from a legacy to a designated fund, and £43,649 (2023: £86,546) was attributable to restricted funds.

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Income from services provided	<u>973,319</u>	<u>-</u>	<u>973,319</u>	<u>980,122</u>

Income from charitable activities was £973,319 (2023: 980,122), all of which was attributable to unrestricted funds in both the current and comparative year.

4. INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Fundraising events	<u>33,851</u>	<u>-</u>	<u>33,851</u>	<u>54,994</u>

Income from other trading activities was £33,851 (2023: £54,994), all of which was attributable to unrestricted funds in both the current and comparative year.

5. INVESTMENT INCOME

	Unrestricted funds Total Funds 2024 £	Unrestricted funds Total Funds 2023 £
Bank interest receivable	<u>50,499</u>	<u>30,074</u>

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

6. OTHER INCOME

	Unrestricted funds Total Funds 2024 £	Unrestricted funds Total Funds 2023 £
Other receipts	<u>455</u>	<u>385</u>

7. EXPENDITURE ON RAISING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Fundraising costs				
Staff costs (note 12)	86,396	-	86,396	78,787
Other costs	23,163	-	23,163	33,377
	<u>109,559</u>	<u>-</u>	<u>109,559</u>	<u>112,164</u>

Expenditure on raising funds was £109,559 (2023: £112,164), all of which was attributable to unrestricted funds in both the current and comparative year.

8. EXPENDITURE ON CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Care and welfare				
Staff costs (note 12)	453,256	35,583	488,839	490,823
Catering	18,413	-	18,413	13,031
Play equipment	1,330	-	1,330	1,324
Outings	26,651	11,222	37,873	48,493
Management and administration costs (note 9)	341,753	37,524	379,277	317,043
Governance costs (note 10)	61,270	-	61,270	52,822
	<u>902,673</u>	<u>84,329</u>	<u>987,002</u>	<u>923,536</u>

Expenditure on charitable activities was £987,002 (2023: £923,536) of which £902,673 (2023: £791,818) was attributable to unrestricted funds and £84,329 (2023: £131,718) was attributable to restricted funds.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

9. MANAGEMENT AND ADMINISTRATION COSTS

	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£
Staff costs (note 12)	150,646	-	150,646	123,412
Property costs	13,669	-	13,669	11,624
Servicing & maintenance costs	49,369	8,071	57,440	38,129
General administrative expenses	94,208	-	94,208	90,558
Professional & registration fees	10,555	-	10,555	6,642
Depreciation	23,306	29,453	52,759	46,678
	<u>341,753</u>	<u>37,524</u>	<u>379,277</u>	<u>317,043</u>

10. GOVERNANCE COSTS

	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£
Staff costs (note 12)	50,215	-	50,215	41,137
Auditor's remuneration	9,360	-	9,360	10,288
Bank charges	1,695	-	1,695	1,397
	<u>61,270</u>	<u>-</u>	<u>61,270</u>	<u>52,822</u>

11. NET INCOMING / (OUTGOING) RESOURCES FOR THE YEAR

This is stated after charging:

	2024	2023
	£	£
Depreciation	52,759	46,678
Auditors' remuneration: - audit of the financial statements	<u>9,360</u>	<u>10,288</u>

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

12. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2024	2023
	£	£
Contracted employees:		
Wages and salaries	614,774	522,097
Employers national insurance	52,686	37,351
Pension	39,401	27,450
	<u>706,861</u>	<u>586,898</u>
Other staff related costs:		
Recruitment	5,438	22,710
Training	26,396	17,982
Clinical nurse	-	424
Personnel system	8,349	7,781
Agency staff	29,052	98,364
	<u>69,235</u>	<u>147,261</u>
Total staff costs	<u><u>776,096</u></u>	<u><u>734,159</u></u>

Particulars of employees:

The average number of employees during the year was as follows:

	2024	2023
	No.	No.
Care staff	15	16
Management	4	3
Administration	1	1
Fundraising	3	3
	<u>23</u>	<u>23</u>

The number of employees whose emoluments fell within the following bands was:

	2024	2023
	Number	Number
£60,001 - £70,000	1	-

No trustee received any remuneration or expense reimbursements during the year (2023: nil).

Key management personnel consist of the Director of Services, Deputy Manager, Administration Manager and Finance Manager. The remuneration of key management personnel (including Employer's National Insurance Contributions and Employer's Pension Contributions) was £195,938 (2023: £146,951). The Deputy Manager was a new role created in December 2023.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

13. TANGIBLE FIXED ASSETS

	Freehold land & building £	Office equipment £	Play & other equipment £	Vehicle £	Total £
COST					
At 1 January 2024	688,156	62,071	19,640	53,818	823,685
Additions	-	-	-	27,294	27,294
Disposals	-	(6,680)	(19,640)	-	(26,320)
At 31 December 2024	688,156	55,391	-	81,112	824,659
DEPRECIATION					
At 1 January 2024	407,797	44,188	19,640	32,904	504,529
Charge for the year	29,453	7,994	-	15,312	52,759
Disposal	-	(6,680)	(19,640)	-	(26,320)
At 31 December 2024	437,250	45,502	-	48,216	530,968
NET BOOK VALUE					
At 31 December 2024	250,906	9,889	-	32,896	293,691
At 31 December 2023	280,359	17,883	-	20,914	319,156

14. DEBTORS

	2024 £	2023 £
Trade debtors	184,856	184,910
Gift Aid claims	4,499	4,014
Prepayments and accrued income	43,976	44,443
Other debtors	-	1,547
	233,331	234,914

15. CREDITORS: Amounts falling due within one year

	2024 £	2023 £
Trade creditors	21,987	18,454
Taxation and social security	21,830	17,144
Accruals and deferred income	12,600	25,284
	56,417	60,882

Deferred income of £nil (2023: £17,084) represents the unrecognised donations received for specific fundraising to be undertaken in forthcoming periods.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

16. ANALYSIS OF CHARITABLE FUNDS

ANALYSIS OF MOVEMENT IN UNRESTRICTED FUNDS

	Balance at 1 Jan 2024 £	Income £	Expenditure £	Transfers £	Balance at 31 Dec 2024 £
General Funds	447,192	1,209,487	(1,012,232)	(150,000)	494,447
Designated Funds	1,100,000	-	-	150,000	1,250,000
	<u>1,547,192</u>	<u>1,209,487</u>	<u>(1,012,232)</u>	<u>-</u>	<u>1,744,447</u>

The general fund includes tangible fixed assets (not covered by Restricted Funds) of £156,958 (2023: £152,970). The free reserves (unrestricted funds excluding tangible fixed assets) are £1,587,489 (2023: £1,394,222). Included within free reserves is £1,250,000 designated towards the build project fund (2023: £1,100,000).

Designated funds comprise the following:

Build project fund

This represents funds relating to the new build project. During the year, £150,000 was transferred out of unrestricted general funds to designated funds (2023: £285,784). In 2023 we were also granted a legacy of £14,216.

ANALYSIS OF MOVEMENT IN UNRESTRICTED FUNDS – previous year

	Balance at 1 Jan 2023 £	Income £	Expenditure £	Transfers £	Balance at 31 Dec 2023 £
General Funds	466,942	1,170,016	(903,982)	(285,784)	447,192
Designated Funds	800,000	14,216	-	285,784	1,100,000
	<u>1,266,942</u>	<u>1,184,232</u>	<u>(903,982)</u>	<u>-</u>	<u>1,547,192</u>

ANALYSIS OF MOVEMENT IN RESTRICTED FUNDS

	Balance at 1 Jan 2024 £	Income £	Expenditure £	Transfers £	Balance at 31 Dec 2024 £
Specific service provision fund	44,336	40,149	(46,805)	-	37,680
Equipment fund	7,712	3,500	(8,071)	-	3,141
Building fund	166,186	-	(29,453)	-	136,733
	<u>218,234</u>	<u>43,649</u>	<u>(84,329)</u>	<u>-</u>	<u>177,554</u>

Specific Service Provision Fund

This represents grants and donations made to the company in respect of the provision of specific services. These are released to revenue in accordance with the supply of those services.

THE CHILTERN CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2024

16. ANALYSIS OF CHARITABLE FUNDS (continued)

Equipment Fund

Certain donations were made with the proviso that they should be used for the purchase of specific equipment.

Building Fund

This represents the donations and mortgage which secured the purchase of the company's premises in February 2006 together with funds for ongoing building costs, plus the net book value of the extension to the premises in 2012.

ANALYSIS OF MOVEMENT IN RESTRICTED FUNDS –previous year

	Balance at 1 Jan 2023 £	Income £	Expenditure £	Transfers £	Balance at 31 Dec 2023 £
Specific service provision fund	62,307	52,468	(70,439)	-	44,336
Equipment fund	5,460	34,078	(31,826)	-	7,712
Building fund	195,639	-	(29,453)	-	166,186
	<u>263,406</u>	<u>86,546</u>	<u>(131,718)</u>	<u>-</u>	<u>218,234</u>

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS – YEAR ENDED 31 DECEMBER 2024

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	156,958	-	136,733	293,691
Cash at bank and in hand	160,575	1,250,000	40,821	1,451,396
Current assets	233,331	-	-	233,331
Current liabilities	(56,417)	-	-	(56,417)
Total Funds	<u>494,447</u>	<u>1,250,000</u>	<u>177,554</u>	<u>1,922,001</u>

ANALYSIS OF NET ASSETS BETWEEN FUNDS – YEAR ENDED 31 DECEMBER 2023

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	152,970	-	166,186	319,156
Cash at bank and in hand	120,190	1,100,000	52,048	1,272,238
Current assets	234,914	-	-	234,914
Current liabilities	(60,882)	-	-	(60,882)
Total Funds	<u>447,192</u>	<u>1,100,000</u>	<u>218,234</u>	<u>1,765,426</u>

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

18. RECONCILIATION OF CASH GENERATED FROM OPERATIONS

	2024	2023
	£	£
Surplus for the year	156,575	235,078
Adjustments for:		
Investment income	(50,499)	(30,074)
Depreciation of tangible fixed assets	52,759	46,677
Movements in working capital:		
(Increase)/decrease in debtors	1,583	304,037
Increase/(decrease) in creditors	12,619	(6,331)
Increase/(decrease) in deferred income	(17,084)	17,081
Cash generated from operations	<u>155,953</u>	<u>566,468</u>

19. RELATED PARTY TRANSACTIONS

During the year the charity received donations without attached conditions from 6 trustees totalling £3,470 (2023: 7 trustees totalling £4,735).

Fundraising income was received through trustees' participation in fundraising events to an amount of £800 (2023: £4,070).

During the year payments were made to a company owned by one of the trustees, for training services, to an amount of £19,574 (2023: £16,150). Transactions were conducted at arm's length.

20. COMPANY INFORMATION

The Chiltern Centre Limited is a charitable company limited by guarantee incorporated in England and Wales. In the event of winding up, each member may be required to contribute an amount, not exceeding £10, towards the settlement of the company's liabilities. The registered office is Greys Road, Henley-on-Thames, Oxfordshire, RG9 1QR.

The Chiltern Centre Limited

England & Wales - Charity number 1101218

Accounts

COMPANY REGISTRATION NUMBER 04843950

THE CHILTERN CENTRE LIMITED

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 DECEMBER 2023

Charity Number 1101218

tc accounts · tax · legal · financial planning

The Courtyard,
Shoreham Road,
Upper Beeding,
Steyning,
West Sussex,
BN44 3TN

THE CHILTERN CENTRE LIMITED

YEAR ENDED 31 DECEMBER 2023

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THE CHILTERN CENTRE LIMITED
TRUSTEES' ANNUAL REPORT
YEAR ENDED 31 DECEMBER 2023

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Name	The Chiltern Centre Limited
Charity Registration Number	1101218
Company Registration Number	04843950 (England and Wales)
Registered Office	The Chiltern Centre Greys Road Henley-on-Thames Oxfordshire RG9 1QR

DIRECTORS AND TRUSTEES

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year-end were as follows:

	Sangita Boyd (Safeguarding Trustee) Lisa Drage David Haddock Ivor Lloyd (Chair) Nicholas Steel (Fundraising Director) Stephen Unsworth Paul Venables (Finance Director) Janet Watson (resigned: 20 March 2023) Helen Mary Goss (resigned: 18 March 2024)
Secretary	David Haddock
Honorary President	Paul Barrett
Patrons	Lady McAlpine Mr Alex Haigh Mrs Gaie Scouller Mr Christopher Laing CBE DL
Centre Manager	Gareth Groves
Nominated Individual	Stephen Unsworth
Parental Advisor to the Board	Lisa Drage
Media Advisor to the Board	Richard Reed

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2023

Independent Auditors

TC Group
The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Bankers

The Co-operative Bank plc
PO Box 101
1 Balloon Street
Manchester
M60 4EP

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

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The trustees are pleased to present their annual trustees' report together with the financial statements of the charitable company for the year ended 31 December 2023 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Charitable Status was granted to the Company on 16 December 2003. The charity is a private company limited by guarantee. Its governing documents are its Memorandum and Articles of Association.

Management Structure

The Board of Trustees directs the strategy of the charity and monitors all aspects of the charity's activities in its bi-monthly meetings. The charity is managed by a Management Committee which comprises of the Chair, Finance Director, Company Secretary, Nominated Individual, Fundraising Trustee, Centre Manager, Head of Fundraising, Finance Manager, Administration Manager and Deputy Manager, which meets monthly. The day to day running of the Centre and its services are managed by the Centre Manager, and the Senior Staff who in turn are supported by a team of suitably qualified employees.

Procedures for Appointing Trustees

In normal circumstances, in appointing new trustees, the Charity will make information available externally of a vacancy, to encourage applicants from a diverse group including local black and ethnic minority individuals and any disadvantaged groups within the Charity's area of activity. It may also approach individuals who may be able to make a particular contribution and invite them to be considered. The Charity applies equal opportunities policies to the appointment of trustees.

Induction and Training of Trustees

Prospective trustees will be given a 'Trustee Recruitment Pack' outlining their expected role and responsibility, as well as appropriate literature from the Charity Commission to help ensure that they are fully conversant with their role and duties. They will also be invited to attend a Board Meeting as an observer and to visit the Centre and become acquainted first hand with its work. All Trustees are required to undergo vetting by the DBS and to complete training in safeguarding. They are also directed to a number of helpful Charity Commission websites. The Board is encouraged to critique its performance at regular intervals.

Risk Management

The trustees are responsible for the management of risks faced by the Centre. To ensure efficient risk management they oversee processes which identify, assess and control risk.

The trustees perform their own review of the major risks to which the charity is exposed at their bi-monthly Trustees' Meetings at which the Centre Manager is present and take appropriate actions to mitigate those risks. In addition the Charity's Governance Committee provides an added safeguard by monitoring compliance and risk assessment.

Following CQC registration, trustees have visited the Centre and looked at any areas of concern to ensure compliance with CQC requirements.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2023

Public Benefit Statement

Section 4 of the Charities Act 2011 requires the charity trustees to comply with their duty to have due regard to public benefit guidance published by the Charity Commission in exercising their powers or duties. As Trustees we are mindful of this obligation and have referred to the guidance when reviewing our aims and objectives and in planning our future activities. We have considered how planned activities will contribute to the aims and objectives we have.

Ethos of the Centre

Throughout its existence the overarching aim of The Chiltern Centre has been to see the person not the disability and provide individualised person-centred care that enables young adults to live life to the full. We do this by:

- Developing and implementing appropriate support for young adults in consultation with the individual, their family and other relevant parties to meet their individual needs.
- Valuing young adults as individuals, promoting choice, positive self-image, independence, and individual identity.
- Encouraging full participation of young adults in the running of the Centre, sharing responsibilities and decisions.
- Providing individualised person-centred care by involving each individual in every aspect of their care with regular monitoring and review.
- Treating young adults and their views with dignity and respect.
- Working in partnership with associated agencies to provide a holistic approach to meeting the needs of young adults and to develop additional opportunities and promote life chances.
- Safeguarding the health and wellbeing of young adults, ensuring that they are protected from harm and kept safe.
- Offering a small-scale friendly environment that is flexible and which seeks to meet the needs of young adults.
- Providing a safe, secure, and stimulating environment where young adults can relax and have fun.
- Giving young adults the opportunity to continue to develop social and life skills and become an active part of the community.
- Encouraging young adults to respect individuals' diversity, needs, values and human rights.
- Ensure confidentiality and personal privacy are always maintained and respected.
- Promoting the service in the wider community and encouraging participation in, and support of, our work.
- Being a source of information and support for young adults, families and professionals.

Performance and Achievements

The Chiltern Centre continues to provide opportunities and new experiences to young adults with disabilities by providing tailored person-centred support through day support and short breaks.

Our robust referral and assessment process continues to enable us to develop a person-centred support plan that covers all areas of need. This includes a one-page profile that lists likes and beliefs and can be used as a quick reference for staff.

This continues to allow us to facilitate individual and group activities. In the past year we have continued to support people to be involved with work experience with Vana Farm, an organic farm based in Aylesbury. Through the farm the people we support have been able to learn valuable life skills, gain a work ethic, purpose, a sense of belonging and feelings of accomplishment.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2023

Performance and Achievements (continued)

We have worked in partnership with a local organisation, Inclusion Un-Limited Activities, to provide sensory activities which has resulted in the people we support producing amazing artwork. We have also continued to enable the people we support to access Exercise to Music and Boccia at Oxsrade, a local hydrotherapy pool, Music Therapy through Chiltern Music Therapy and Tag Rugby with The Wolves, part of Wallingford RFC, which has given the people we support opportunities to grow in confidence, develop social skills, get fit and make friends.

We continued to be an integral part of the Henley Regatta for the Disabled, and we were able to support the organiser in promoting the regatta to other local providers, which resulted in 4 teams of people with disabilities entering the Regatta, rather than just our team. This made the Regatta more inclusive than it has ever been and was well supported by the local community. The Chiltern Centre team won the event, which also gave the people we support much pride in all their efforts.

A first for the people we support, was to work in conjunction with the Kenton Theatre to put on an immersive production of Bahdoon. Through the support of a Music Therapist and Drama Therapist, the people we support rehearsed the production over a few months and in June proudly performed this to families and members of the public at the Kenton Theatre. For some of the people we support this was the first time that they had been involved in a performance or been on stage and provided them the opportunity to work together as a team in the production and increase their confidence in social settings and following the success of last year's Immersive Theatre show at the Kenton Theatre in Henley, our Buddies Social Group will be performing again at the Kenton in June,

Through donations and grants we were once again able to facilitate a weekend break at Butlins for our Buddies Social Group. We were also able to support three people with physical and sensory disabilities on a weekend break to The Calvert Trust in Exmoor, which offers a wide range of accessible activities for people with disabilities. During the weekend the people we support were able to experience new activities such as abseiling, zip wiring and archery and the weekend was full of smiles and laughter! We have further plans to visit Butlins and The Calvert Trust this year.

We successfully recruited a Deputy Manager in December 2023, which will provide invaluable support to the Registered Manager in driving the service forward and to implement positive changes to our service delivery. We have recruited into roles, people who share our values and who have had a positive impact on the people we support. We have and will continue to support staff through Level 3 Diplomas and have managed to source Workforce Development Funding to enable the Team to access courses designed by Skills for Care.

Funding

The financial stability of the centre remains highly dependent on the excellent service levels of care provided by the centre manager and his team, which lead to high levels of occupancy, especially of overnight stays which drive service revenue. This and the excellent and proactive work of the Fundraising team enable us to provide a high level of personalised care including new opportunities and experiences for the young adults we support.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2023

New Build Project

Today, after 20 successful years at our existing location, we are operating at full capacity on overnight stays, look after 27 young people and have a waiting list of over 20 young people and their families who want to use our services. This demonstrates the clear rationale and urgent need for our new build.

Paul Barrett our Honorary President and Paul Venables have taken on the day-to-day management of the project and lead the negotiations with key stakeholders. Our buildings committee which meets monthly includes seasoned professionals in property development, planning and architecture that provide expert advice on a pro bono basis and we are very grateful for their efforts.

In 2021 Henley Town Council approved the inclusion the Highlands Park development and the existing Chiltern Centre site in the revised Joint Henley and Harpsden Neighbourhood Plan. This was subject to a referendum and was approved by 80% of Henley and Harpsden residents who voted.

As part of the approved Henley & Harpsden plan, Crest Nicholson (owner and housing developer) of the Highlands Park Northern Field have publicly committed to donating an acre of land to the Chiltern Centre as part of that development. This will enable us to build a modern purpose built facility in the Henley area which will double our capacity and set us up for the next 20+ years.

The project involves 4 main stages.

1. Agreement with Crest Nicholson on the donation and timing of transfer of a serviced plot of land of 1 acre at Highlands Park.
2. The design, planning, contracting and build of our new facility.
3. The sale of our existing premises to generate funds for the new build and
4. A successful fund raising project to raise in the region of c£3.5m for the new build of which we expect the charity and the sale of our existing facility to provide c£1.5m.

This is a complex project, critical parts of which are not within our control, especially the timing of Crest applying for and securing planning permission for the development and then starting construction which will determine when we get access to the site to build our new facility. Our aspiration is to have completed the project within the next 5 years.

Once the timing of Crests development becomes more certain, our current site will be marketed for sale for building development, and we will launch a major fundraising campaign to fund the new facility at Highland Park. We are well underway with the design of our proposed new build facility, which will require planning permission.

This is a once in a generation opportunity to secure the long term future of the Chiltern Centre and significantly expand the level of services we can provide for young adults with disabilities in our community. We will need the continued full support of the local community to make this project a reality.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2023

Fundraising

2023 proved to be another successful year for our fundraising endeavours, marking a significant milestone as we celebrated the 20th anniversary of the establishment of the charity. With the support of our consistently generous supporters and friends we were able to surpass our fundraising target once again.

Throughout the year, we organised a series of events that not only raised crucial funds but continue to build our community feel within Henley on Thames and the surrounding area. Our regular golf days took place at both Badgemore Park Golf Club and Henley Golf Club and we were as ever grateful to the organisers of the Big Sunday Lunch. The highlight of our events calendar however has to be the Platinum Ball organised to celebrate and raise funds to mark the 20th year of the charity starting. A wonderful evening was enjoyed by all and over £17,000 was raised.

The Chiltern Centre benefits from the consistent support of many Charitable Trusts and Foundations which helps with the planning of the essential care we can provide. SODC continue to support our Community Fundraiser role and we would like to thank Ruth Siddorn whose swansong was the successful Platinum Ball.

The only disappointment in an otherwise triumphant year was the postponement of the challenge trek to Mount Toubkal following a devastating earthquake. Once we were reassured of the safety of trek staff, and impact on the local people, efforts turned to rearranging the trip which will now depart at the end of May 2024.

In a financial environment that continued to be characterised by the cost-of-living crisis the Chiltern Centre is so fortunate and grateful for the support of our local community who have been at the heart of our ability to provide essential care over the past 20 years.

We are thankful to the many local businesses, community groups, and schools who have been instrumental in our successful journey, demonstrating unwavering commitment and support in various capacities. We extend our sincerest appreciation to our countless supporters, who have contributed to our cause during 2023.

The Trustees wish to convey their appreciation for the dedication and creativity of our part-time fundraising team: Jane Ainslie, Izzy Ansell, Ruth Siddorn, and Emma Lerche-Thomsen. We said farewell to Ruth in September 2023 as she pursues a career in another sector; we express our gratitude for her invaluable contributions and wish her every success in her new career. We are pleased that Cheryl Purver has since joined our team as Community fundraiser.

Patrons

We are deeply grateful to our wonderful patrons Lady Judy McAlpine, Alex Haigh, Gaie Scouller and Christopher Laing who have consistently supported the Chiltern Centre in many ways over many years.

Advisors

Lisa Drage continues as Parental Advisor to the Board.

Helen Goss was appointed in March 2022 as Trustee and pro bono legal advisor to the Centre. We are currently seeking a legally trained replacement.

Richard Reed continues as Media Advisor to the Board and to the Fundraising Committee.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2023

Financial Review

The background to the 2023 financial results and the comparisons with 2022 is that in 2022, we saw a continuation of our post Pandemic recovery and in the second half of the year we operated consistently at >95% overnight capacity utilisation. In 2023, the demand for our services increased further and until November we operated consistently at >98% overnight capacity utilisation and high levels of in day activities/occupancy. This along with a significant waiting list of >20 families/ young adults, continues to demonstrate the need for our new facility and the material increase in capacity that this will bring. As in 2022 and like most businesses, we faced a major challenge to increase and retain our high quality management and care staff, and to ensure we continued to provide a high quality service to our young adults, we increased care staff pay levels by 9% in April 2023, we also increased our use of Agency staff in the year and faced a series of inflationary cost pressures.

Total underlying income (excluding legacies and material one off items) increased by £279k or 29% to £1257k, comprising income from charitable activities (services provided) of £980k (up £205k) with the Centre operating at record utilisation levels, income from fundraising including grants and donations at £246k (up £45k) and interest income of £30k (up £28k). In addition, we received one off income of £14k from a legacy which has been designated to our new build project fund.

Total costs increased by £181k or 21% to £1036k, comprising costs on charitable activities (services provided) of £924k (up £153k), with increased staff costs and agency cover due to high utilisation of our services, pay increases and other inflationary cost increases, and costs from fundraising at £112k (up £28k). Centre costs have again increased by a lower percentage than revenue in a large part by the decision in 2021 to retain our staff throughout the pandemic on full pay and subsequently ensuring that our care staff pay levels remain competitive in what is a tight recruitment market which has led to high levels of continuity of staff enabling us to consistently offer a full range of services to our clients, and of course we leveraged our fixed costs.

Thus overall, we generated an underlying surplus of £221k in 2023 which compares to a surplus of £123k in 2022. The results in both years are a credit to the efforts of our Centre manager and his team and the fundraising staff who.

- continue to work hard to maintain a high quality service to the Young Adults and their families who use our services, maintain staff continuity and morale and
- generate important levels of fundraising which is vital to the continued success, the viability of the centre and our aspirations for the new build project.

In addition, we received one off income of £14k which led to a total net income of £235k.

The results also clearly demonstrate the continued vital importance of our fundraising efforts as the net funds raised in 2023 of £134k comprise the majority of the £221k underlying surplus.

Further to the earlier note on the proposed building project, we have formally designated a further £300k of our unrestricted reserves (including the £14k of legacy income received in 2023) towards the cost of the new build, which brings the total funds designated to the new build project to £1.1m.

Moving onto the Balance Sheet, the Centre finance manager has continued to keep a tight control on cash collection and debtors. The increase in trade debtors of £21k to £185k is primarily due to the higher level of services provided in Q42023 vs the same period in 2022, and we exited the year with a cash balance of £1272k up £580k on the previous year including the receipt of £364k of cash from 2022 and 2023 legacies and £30k of investment income. During the year, we incurred capital expenditure of £16k mainly IT equipment including a Flex Table interactively used by our young adults.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2023

Reserves Policy

The trustees have considered the need to hold reserves to balance risk and have set a policy which makes provision for free reserves equivalent to three months running costs for the charity. Three months running costs are currently deemed to be c£260k by the trustees. The general fund of £447k includes tangible fixed assets (not covered by the restrictive funds) of £153k, with the remaining £294k to cover the running costs of the charity as per the policy noted above. Additionally, we have unrestricted reserves of £1.1m which is designated towards the new build project fund.

Future Plans

As we continue to further improve and develop the high quality bespoke services provided by the centre and plan for the potential new building project which would transform the capacity and services we can provide for our Young Adults, their families and our prospective clients, our current priorities are as follows:

1. To continue to provide a high quality personalised service for as many Young Adults and their families as capacity constraints in our existing facility enable.
2. To continue to ensure the financial viability of the Centre for the long term.
3. To continue to support the Henley and Harpsden Neighbourhood Plan, and specifically a) planning permission to be granted to the Highlands Farm development and the proposed new Chiltern Centre building included within it and b) the sale or redevelopment of the existing Chiltern Centre facility as a site for housing development which will help generate material funds to support the new build project.
4. To continue to develop fundraising plans to support the new build project should planning permission be given to the Highlands Farm development and the proposed new Chiltern Centre building.

Thanks

The Trustees would like to thank the many national organisations who support us, as well as many organisations and individuals in the local community who do so. Thanks are also due to our Members and the growing ranks of Friends as well as the Henley Standard and Henley Herald for their ongoing coverage and support; to South Oxfordshire District Council for their grants; to the parents and carers of the children and young persons who use our services. We are very grateful to our Patrons, our dedicated staff, and to our Fundraising Team for their unstinting efforts on behalf of the Chiltern Centre.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2023

RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also the directors of the Chiltern Centre Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which 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 the 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 then apply them consistently;
- observe the methods and principles in the Charities SORP (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records that 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. The trustees 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.

In so far as the trustees are aware:

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

AUDITOR

TC Group are deemed to be re-appointed under section 487(2) of the Companies Act 2006.

Registered office:
Greys Road
Henley on Thames
Oxfordshire
RG9 1QR

Signed by order of the trustees



.....
David Haddock
Charity Secretary and Trustee

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE
CHILTERN CENTRE LIMITED (continued)**

OPINION

We have audited the financial statements of The Chiltern Centre Limited (the 'charitable company') for the year ended 31 December 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes numbered 1 to 20. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

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

BASIS FOR OPINION

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

CONCLUSIONS RELATING TO GOING CONCERN

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

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

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

OTHER INFORMATION

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

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

We have nothing to report in this regard.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE
CHILTERN CENTRE LIMITED (continued)**

OPINIONS ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

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

- the information given in the Trustees' Annual Report, which includes the Directors' Report prepared for the purposes of company law, is consistent with the financial statements; and
- the Directors' Report included within the Trustees' Annual Report has been prepared in accordance with applicable legal requirements.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of our audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

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

RESPONSIBILITIES OF TRUSTEES

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

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

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE
CHILTERN CENTRE LIMITED (continued)**

EXTENT TO WHICH THE AUDIT WAS CONSIDERED CAPABLE OF DETECTING IRREGULARITIES, INCLUDING FRAUD

The objectives of our audit, in respect of fraud, are: to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses; and to respond appropriately to fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and its management.

Our approach was as follows:

- We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general sector experience, and through discussion with the trustees and other management (as required by auditing standards), and discussed with the trustees and other management the policies and procedures regarding compliance with laws and regulations (see below);
- We identified the following areas as those most likely to have such an effect: health and safety; General Data Protection regulation (GDPR); fraud, bribery and corruption; Care Quality Commission (CQC), and employment law. Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the trustees and other management and inspection of regulatory and legal correspondence, if any.
- We considered the legal and regulatory frameworks directly applicable to the financial statements reporting framework (FRS 102, the Companies Act 2006 and the Charities Act 2011) and the relevant tax compliance regulations in the UK;
- We considered the nature of the charitable company's operations, the control environment and financial performance;
- We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit;
- We considered the procedures and controls that the charitable company has established to address risks identified, or that otherwise prevent, deter and detect fraud; and how senior management monitors those programmes and controls.

Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Where the risk was considered to be higher, we performed audit procedures to address each identified fraud risk. These procedures included testing manual journals; reviewing the financial statement disclosures and testing to supporting documentation; performing analytical procedures; and enquiring of management, and were designed to provide reasonable assurance that the financial statements were free from fraud or error.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

THE CHILTERN CENTRE LIMITED
STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE
INCOME AND EXPENDITURE ACCOUNT)
YEAR ENDED 31 DECEMBER 2023

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

USE OF OUR REPORT

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

TC Group


Mark Cummins FCCA (Senior Statutory Auditor)

For and on behalf of TC Group

Statutory Auditor
Office: Steyning, West Sussex

Date: 12 July 2024

The notes on pages 18 to 28 form part of these financial statements.

THE CHILTERN CENTRE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE
INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 DECEMBER 2023

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
INCOME AND ENDOWMENTS						
FROM:						
Donations and legacies	2	104,441	14,216	86,546	205,203	556,649
Charitable activities	3	980,122	-	-	980,122	775,246
Other trading activities	4	54,994	-	-	54,994	19,592
Investments	5	30,074	-	-	30,074	2,446
Other Receipts	6	385	-	-	385	63,290
TOTAL		1,170,016	14,216	86,546	1,270,778	1,417,223
EXPENDITURE ON:						
Raising funds	7	112,164	-	-	112,164	83,801
Charitable activities	8	791,818	-	131,718	923,536	770,877
TOTAL		903,982	-	131,718	1,035,700	854,678
NET INCOME/(EXPENDITURE)		266,034	14,216	(45,172)	235,078	562,545
Transfers between funds	16	(285,784)	285,784	-	-	-
NET MOVEMENT IN FUNDS		(19,750)	300,000	(45,172)	235,078	562,545
RECONCILIATION OF FUNDS 16-17						
Total funds brought forward		466,942	800,000	263,406	1,530,348	967,803
TOTAL FUNDS CARRIED FORWARD		447,192	1,100,000	218,234	1,765,426	1,530,348

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 18 to 28 form part of these financial statements.

THE CHILTERN CENTRE LIMITED

BALANCE SHEET

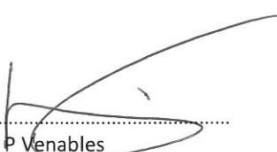
AS AT 31 DECEMBER 2023

	Note	2023 £	2022 £
FIXED ASSETS			
Tangible assets	13	319,156	349,527
CURRENT ASSETS			
Debtors	14	234,914	538,951
Cash at bank		<u>1,272,238</u>	<u>692,002</u>
		1,507,152	1,230,953
CREDITORS: Amounts falling due within one year	15	<u>(60,882)</u>	<u>(50,132)</u>
NET CURRENT ASSETS		1,446,270	1,180,821
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,765,426</u>	<u>1,530,348</u>
NET ASSETS		<u><u>1,765,426</u></u>	<u><u>1,530,348</u></u>
FUNDS			
Unrestricted funds			
General	16	447,192	466,942
Designated	16	<u>1,100,000</u>	<u>800,000</u>
		1,547,192	1,266,942
Restricted funds	16	<u>218,234</u>	<u>263,406</u>
TOTAL FUNDS		<u><u>1,765,426</u></u>	<u><u>1,530,348</u></u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

3rd June 2024

The financial statements were approved by the members of the committee on the..... and are signed on their behalf by:

.....

 Mr P Venables

Finance Director
 Company Registration Number: 04843950

The notes on pages 18 to 28 form part of these financial statements.

THE CHILTERN CENTRE LIMITED
CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2023

	Note	2023 £	2022 £
Cash flows from operating activities			
Cash generated from operations	18	566,468	238,823
Investing activities			
Purchase of tangible fixed assets	13	(16,306)	(7,674)
Investment income		30,074	2,446
Net cash (used in) investing activities		<u>13,768</u>	<u>(5,228)</u>
Net Increase / (decrease) in cash and cash equivalents		580,236	233,595
Cash and cash equivalents at the beginning of the year		<u>692,002</u>	<u>458,407</u>
Cash and cash equivalents at the end of the year		<u>1,272,238</u>	<u>692,002</u>

The notes on pages 18 to 28 form part of these financial statements.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

1. ACCOUNTING POLICIES

a. Basis of accounting

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

The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charitable company and rounded to the nearest £.

The Chiltern Centre 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

Having considered future budgets and cash flows, the trustees confirm that they have no material uncertainties about the entity's ability to continue as a going concern for the foreseeable future.

b. Fund accounting

- General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

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

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

c. Income

All income is included in the Statement of Financial Activities when the charity is legally entitled to the income, it is probable the income will be received and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Income from donations and legacies received by way of donations, grants and fundraising events is included in full in the Statement of Financial Activities. Income received for services provided is recognised on a receivable basis. Grants are included in incoming resources when the charity is entitled to the income, it is probable the income will be recovered and when the income can be measured reliably.

- Gift aid reclaimable on donations to the charity is included upon submission of the gift aid claim.

- Donated services and facilities are included at the value to the charity where this can be quantified.

- Investment income is included when receivable.

- Income resources from charitable activities are accounted for when earned.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

1. ACCOUNTING POLICIES (continued)

d. Expenditure

All expenditure is accounted for on an accruals basis as a liability is incurred. Expenditure includes VAT, which cannot be recovered, and is reported as part of the expenditure to which it relates.

- Expenditure on raising funds comprise the cost associated with attracting donations and legacy income.

- 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. Also included within charitable expenditure are governance costs which include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and salary costs associated with the audit and statutory registration requirements. Salary costs are allocated by taking a percentage of the managerial and administration support salaries.

- All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

e. Tangible fixed assets and depreciation

Fixed assets are recorded at cost less accumulated depreciation. The costs of minor additions are not capitalised.

Depreciation is provided on office, play and general equipment at a rate to write off the value fully over three years on a straight line basis.

Depreciation is provided on vehicles at a rate to write off the value fully over four years on a straight line basis.

Depreciation is provided on the freehold building to write off the value over 15 years. Land is not depreciated.

The carrying values of tangible fixed assets are reviewed for impairment periodically if events or changes in circumstances indicate the carrying values may not be recoverable.

f. Pension scheme

The Charity operates a defined contribution pension scheme into which the employees may contribute. The Company also contributes into this scheme.

h. Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK tax purposes.

i. Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks and other short-term liquid investments with original maturities of three months or less.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

1. ACCOUNTING POLICIES (continued)

j. Financial instruments

The charitable company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charitable company's balance sheet when the charitable company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities.

k. Critical accounting estimates and judgements

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

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

The trustees do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

2. DONATIONS AND LEGACIES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Grants	37,577	-	84,606	122,183	101,671
Donations	66,864	-	1,940	68,804	79,027
Legacies	-	14,216	-	14,216	375,951
	<u>104,441</u>	<u>14,216</u>	<u>86,546</u>	<u>205,203</u>	<u>556,649</u>

Income from donations and legacies was £205,203 (2022: £556,649) of which £104,441 (2022: £139,778) was attributable to unrestricted funds, £14,216 (2022: £350,000) was attributable from a legacy to a designated fund, and £86,546 (2022: £66,871) was attributable to restricted funds.

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Income from services provided	<u>980,122</u>	<u>-</u>	<u>980,122</u>	<u>775,246</u>

Income from charitable activities was £980,122 (2022: £775,246), all of which was attributable to unrestricted funds in both the current and comparative year.

4. INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Fundraising events	<u>54,994</u>	<u>-</u>	<u>54,994</u>	<u>19,592</u>

Income from other trading activities was £54,994 (2022: £19,592), all of which was attributable to unrestricted funds in both the current and comparative year.

5. INVESTMENT INCOME

	Unrestricted funds Total Funds 2023 £	Unrestricted funds Total Funds 2022 £
Bank interest receivable	<u>30,074</u>	<u>2,446</u>

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

6. OTHER INCOME

	Unrestricted funds	Unrestricted funds
	Total Funds	Total Funds
	2023	2022
	£	£
Other receipts	385	63,290
	<u>385</u>	<u>63,290</u>

In 2022, £63,290 was received in a business interruption insurance claim.

7. EXPENDITURE ON RAISING FUNDS

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	£	£	2023	2022
			£	£
Fundraising costs				
Staff costs (note 12)	78,787	-	78,787	73,425
Other costs	33,377	-	33,377	10,376
	<u>112,164</u>	<u>-</u>	<u>112,164</u>	<u>83,801</u>

Expenditure on raising funds was £112,164 (2022: £83,801), all of which was attributable to unrestricted funds in both the current and comparative year.

8. EXPENDITURE ON CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	£	£	2023	2022
			£	£
Care and welfare				
Staff costs (note 12)	432,660	58,163	490,823	403,807
Catering	13,031	-	13,031	15,722
Play equipment	1,324	-	1,324	1,213
Outings	12,972	35,521	48,493	31,079
Management and administration costs (note 9)	279,009	38,034	317,043	277,748
Governance costs (note 10)	52,822	-	52,822	41,308
	<u>791,818</u>	<u>131,718</u>	<u>923,536</u>	<u>770,877</u>

Expenditure on charitable activities was £923,536 (2022: £770,877) of which £791,818 (2022: £672,843) was attributable to unrestricted funds and £131,718 (2022: £98,034) was attributable to restricted funds.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

9. MANAGEMENT AND ADMINISTRATION COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Staff costs (note 12)	123,412	-	123,412	112,299
Property costs	11,624	-	11,624	9,218
Servicing & maintenance costs	29,548	8,581	38,129	29,792
General administrative expenses	90,558	-	90,558	61,778
Professional & registration fees	6,642	-	6,642	17,294
Depreciation	17,225	29,453	46,678	47,367
	<u>279,009</u>	<u>38,034</u>	<u>317,043</u>	<u>277,748</u>

10. GOVERNANCE COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Staff costs (note 12)	41,137	-	41,137	33,379
Auditor's remuneration	10,288	-	10,288	7,800
Bank charges	1,397	-	1,397	129
	<u>52,822</u>	<u>-</u>	<u>52,822</u>	<u>41,308</u>

11. NET INCOMING / (OUTGOING) RESOURCES FOR THE YEAR

This is stated after charging:

	2023 £	2022 £
Depreciation	46,678	47,367
Auditors' remuneration: - audit of the financial statements	<u>10,288</u>	<u>7,800</u>

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

12. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2023	2022
	£	£
Contracted employees:		
Wages and salaries	522,097	442,883
Employers national insurance	37,351	32,466
Pension	27,450	23,211
	<u>586,898</u>	<u>498,560</u>
Other staff related costs:		
Recruitment	22,710	19,900
Training	17,982	9,441
Clinical nurse	424	5,156
Personnel system	7,781	6,988
Agency staff	98,364	89,853
	<u>147,261</u>	<u>131,338</u>
Total staff costs	<u>734,159</u>	<u>629,898</u>

Particulars of employees:

The average number of employees during the year was as follows:

	2023	2022
	No.	No.
Care staff	16	14
Management	1	1
Administration	3	3
Fundraising	3	3
	<u>23</u>	<u>21</u>

No employee received remuneration of more than £60,000 during the year (2022: nil).

No trustee received any remuneration or expense reimbursements during the year (2022: nil).

Key management personnel consist of the Centre Manager, Service Manager and Finance Manager. The remuneration of key management personnel (including Employer's National Insurance Contributions and Employer's Pension Contributions) was £146,952 (2022: £136,476).

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

13. TANGIBLE FIXED ASSETS

	Freehold land & building £	Office equipment £	Play & other equipment £	Vehicle £	Total £
COST					
At 1 January 2023	688,156	45,765	19,640	53,818	807,379
Additions	-	16,306	-	-	16,306
Disposals	-	-	-	-	-
At 31 December 2023	<u>688,156</u>	<u>62,071</u>	<u>19,640</u>	<u>53,818</u>	<u>823,685</u>
DEPRECIATION					
At 1 January 2023	378,343	37,729	19,640	22,140	457,852
Charge for the year	29,454	6,459	-	10,764	46,677
Disposal	-	-	-	-	-
At 31 December 2023	<u>407,797</u>	<u>44,188</u>	<u>19,640</u>	<u>32,904</u>	<u>504,529</u>
NET BOOK VALUE					
At 31 December 2023	<u>280,359</u>	<u>17,883</u>	-	<u>20,914</u>	<u>319,156</u>
At 31 December 2022	<u>309,813</u>	<u>8,036</u>	-	<u>31,678</u>	<u>349,527</u>

14. DEBTORS

	2023 £	2022 £
Trade debtors	184,910	163,952
Gift Aid claims	4,014	3,515
Prepayments and accrued income	44,443	371,484
Other debtors	1,547	-
	<u>234,914</u>	<u>538,951</u>

15. CREDITORS: Amounts falling due within one year

	2023 £	2022 £
Trade creditors	18,454	28,882
Taxation and social security	17,144	14,679
Accruals and deferred income	25,284	6,571
	<u>60,882</u>	<u>50,132</u>

Deferred income of £17,084 (2022: £nil) represents the unrecognised donations received for specific fundraising to be undertaken in forthcoming periods.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

16. ANALYSIS OF CHARITABLE FUNDS

ANALYSIS OF MOVEMENT IN UNRESTRICTED FUNDS

	Balance at 1 Jan 2023 £	Income £	Expenditure £	Transfers £	Balance at 31 Dec 2023 £
General Funds	466,942	1,170,016	(903,982)	(285,784)	447,192
Designated Funds	800,000	14,216	-	285,784	1,100,000
	<u>1,266,942</u>	<u>1,184,232</u>	<u>(903,982)</u>	<u>-</u>	<u>1,547,192</u>

The general fund includes tangible fixed assets (not covered by Restricted Funds) of £152,970 (2022: £153,888). The free reserves (unrestricted funds excluding tangible fixed assets) are £1,394,222 (2022: £1,113,054). Included within free reserves is £1,100,000 designated towards the build project fund (2022: £800,000).

Designated funds comprise the following:

Build project fund

This represents funds relating to the new build project. During the year, £285,784 was transferred out of unrestricted general funds to designated funds (2022: £150,000). In 2023 we were granted a legacy of £14,216 (2022: £350,000).

ANALYSIS OF MOVEMENT IN UNRESTRICTED FUNDS – previous year

	Balance at 1 Jan 2022 £	Income £	Expenditure £	Transfers £	Balance at 31 Dec 2022 £
General Funds	373,234	1,000,352	(756,644)	(150,000)	466,942
Designated Funds	300,000	350,000	-	150,000	800,000
	<u>673,234</u>	<u>1,350,352</u>	<u>(756,644)</u>	<u>-</u>	<u>1,266,942</u>

ANALYSIS OF MOVEMENT IN RESTRICTED FUNDS

	Balance at 1 Jan 2023 £	Income £	Expenditure £	Transfers £	Balance at 31 Dec 2023 £
Specific service provision fund	62,307	52,468	(70,439)	-	44,336
Equipment fund	5,460	34,078	(31,826)	-	7,712
Building fund	195,639	-	(29,453)	-	166,186
	<u>263,406</u>	<u>86,546</u>	<u>(131,718)</u>	<u>-</u>	<u>218,234</u>

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

16. ANALYSIS OF CHARITABLE FUNDS (continued)

Specific Service Provision Fund

This represents grants and donations made to the company in respect of the provision of specific services. These are released to revenue in accordance with the supply of those services.

Equipment Fund

Certain donations were made with the proviso that they should be used for the purchase of specific equipment.

Building Fund

This represents the donations and mortgage which secured the purchase of the company's premises in February 2006 together with funds for ongoing building costs, plus the net book value of the extension to the premises in 2012.

ANALYSIS OF MOVEMENT IN RESTRICTED FUNDS –previous year

	Balance at 1 Jan 2022 £	Income £	Expenditure £	Transfers £	Balance at 31 Dec 2022 £
Specific service provision fund	64,117	52,436	(54,246)	-	62,307
Equipment fund	5,360	14,435	(14,335)	-	5,460
Building fund	225,092	-	(29,453)	-	195,639
	<u>294,569</u>	<u>66,871</u>	<u>(98,034)</u>	<u>-</u>	<u>263,406</u>

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS – YEAR ENDED 31 DECEMBER 2023

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	152,970	-	166,186	319,156
Cash at bank and in hand	120,190	1,100,000	52,048	1,272,238
Current assets	234,914	-	-	234,914
Current liabilities	(60,882)	-	-	(60,882)
Total Funds	<u>447,192</u>	<u>1,100,000</u>	<u>218,234</u>	<u>1,765,426</u>

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

ANALYSIS OF NET ASSETS BETWEEN FUNDS – YEAR ENDED 31 DECEMBER 2022

	Unrestricted funds	Designated funds	Restricted funds	Total
	£	£	£	£
Tangible fixed assets	153,888	-	195,639	349,527
Cash at bank and in hand	174,235	450,000	67,767	692,002
Current assets	188,951	350,000	-	538,951
Current liabilities	(50,132)	-	-	(50,132)
Total Funds	<u>466,942</u>	<u>800,000</u>	<u>263,406</u>	<u>1,530,348</u>

18. RECONCILIATION OF CASH GENERATED FROM OPERATIONS

	2023 £	2022 £
Surplus for the year	235,078	562,545
Adjustments for:		
Investment income	(30,074)	(2,446)
Depreciation of tangible fixed assets	46,677	47,367
Movements in working capital:		
(Increase)/decrease in debtors	304,037	(370,053)
Increase/(decrease) in creditors	(6,331)	6,910
Increase/(decrease) in deferred income	17,081	(5,500)
Cash generated from operations	<u>566,468</u>	<u>238,823</u>

19. RELATED PARTY TRANSACTIONS

During the year the charity received donations without attached conditions from 7 trustees totalling £4,735 (2022: £3,860).

Fundraising income was received through trustees' participation in fundraising events to an amount of £4,070 (2022: £160).

During the year payments were made to a company with a common directorship, for training services, to an amount of £16,150 (2022: £7,075). Transactions were conducted at arm's length.

20. COMPANY INFORMATION

The Chiltern Centre Limited is a charitable company limited by guarantee incorporated in England and Wales. In the event of winding up, each member may be required to contribute an amount, not exceeding £10, towards the settlement of the company's liabilities. The registered office is Greys Road, Henley-on-Thames, Oxfordshire, RG9 1QR.

The Chiltern Centre Limited

England & Wales - Charity number 1101218

Accounts

THE CHILTERN CENTRE LIMITED

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 DECEMBER 2022

Charity Number 1101218

tc accounts · tax · legal · financial planning

The Courtyard,
Shoreham Road,
Upper Beeding,
Steyning,
West Sussex,
BN44 3TN

THE CHILTERN CENTRE LIMITED

YEAR ENDED 31 DECEMBER 2022

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THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Name	The Chiltern Centre Limited
Charity Registration Number	1101218
Company Registration Number	04843950 (England and Wales)
Registered Office	The Chiltern Centre Greys Road Henley-on-Thames Oxfordshire RG9 1QR

DIRECTORS AND TRUSTEES

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Paul Barrett (Chair resigned 15 July 2022)
Sangita Boyd (Safeguarding Trustee, - appointed 26 January 2022)
Lisa Drage
David Haddock
Ivor Lloyd (Chair Designate – appointed 15 July 2022)
Nigel Reading (resigned 23 March 2022)
Nicholas Steel (Fundraising Director)
Stephen Unsworth
Paul Venables (Finance Director)
Janet Watson (appointed 28 Mar 2022 & resigned 20 March 2023)
Helen Mary Goss (appointed 28 March 2022)

Secretary	David Haddock
Honorary President	Paul Barrett
Patrons	Lady McAlpine Mr Alex Halgh Mrs Gaie Scouller Mr Christopher Laing CBE DL (appointed 28 March 2022)
Legal Advisor	Helen Goss (appointed 28 March 2022)
Centre Manager	Gareth Groves
Nominated Individual	Stephen Unsworth
Parental Advisor to the Board	Lisa Drage
Media Advisor to the Board	Richard Reed

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

Independent Auditors

TC Group
The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Bankers

The Co-operative Bank plc
PO Box 101
1 Balloon Street
Manchester
M60 4EP

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

The trustees are pleased to present their annual trustees' report together with the financial statements of the charitable company for the year ended 31 December 2022 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Charitable Status was granted to the Company on 16 December 2003. The charity is a private company limited by guarantee. Its governing documents are its Memorandum and Articles of Association.

Management Structure

The Board of Trustees directs the strategy of the charity and monitors all aspects of the charity's activities in its bi-monthly meetings. The charity is managed by a Management Committee which comprises of the Chair, Finance Director, Nominated Individual, Fundraising Trustee, Centre Manager, Head of Fundraising, Finance Manager and Service Administrator which meets monthly. The day to day running of the Centre and its services are managed by the Centre Manager, and the Senior Staff who in turn are supported by a team of suitably qualified employees.

In addition, a Fundraising Committee is attended by the Fundraising Trustee, Head of Fundraising, Community Fundraiser and Consultant Fundraiser.

Procedures for Appointing Trustees

In normal circumstances, in appointing new trustees, the Charity will make information available externally of a vacancy, to encourage applicants from a diverse group including local black and ethnic minority individuals and any disadvantaged groups within the Charity's area of activity. It may also approach individuals who may be able to make a particular contribution and invite them to be considered. The Charity applies equal opportunities policies to the appointment of trustees.

Induction and Training of Trustees

Prospective trustees are invited to attend a Board Meeting as an observer and to visit the Centre and become acquainted first hand with its work. On appointment, trustees are given suitable literature from the Charity Commission to ensure that they are fully conversant with their role and responsibilities. All Trustees are required to undergo vetting by the DBS and to complete training in safeguarding. They are also directed to a number of helpful Charity Commission websites. The Board is encouraged to critique its performance at regular intervals.

Risk Management

The trustees are responsible for the management of risks faced by the Centre. To ensure efficient risk management they oversee processes which identify, assess and control risk.

The trustees perform their own review of the major risks to which the charity is exposed at their bi-monthly Trustees' Meetings at which the Centre Manager is present and take appropriate actions to mitigate those risks. In addition the Charity's Governance Committee provides an added safeguard by monitoring compliance and risk assessment.

Following CQC registration it was intended that trustees visited the Centre and looked at any areas of concern to ensure compliance with CQC requirements.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

Public Benefit Statement

Section 4 of the Charities Act 2011 requires the charity trustees to comply with their duty to have due regard to public benefit guidance published by the Charity Commission in exercising their powers or duties. As Trustees we are mindful of this obligation and have referred to the guidance when reviewing our aims and objectives and in planning our future activities. We have considered how planned activities will contribute to the aims and objectives we have.

Ethos of the Centre

Throughout its existence the overarching aim of The Chiltern Centre has been to see the person not the disability and provide individualised person-centred care that enables young adults to live life to the full. We do this by:

- Developing and implementing appropriate support for young adults in consultation with the individual, their family and other relevant parties to meet their individual needs.
- Valuing young adults as individuals, promoting choice, positive self-image, independence, and individual identity.
- Encouraging full participation of young adults in the running of the Centre, sharing responsibilities and decisions.
- Providing individualised person-centred care by involving each individual in every aspect of their care with regular monitoring and review.
- Treating young adults and their views with dignity and respect.
- Working in partnership with associated agencies to provide a holistic approach to meeting the needs of young adults and to develop additional opportunities and promote life chances.
- Safeguarding the health and wellbeing of young adults, ensuring that they are protected from harm and kept safe.
- Offering a small-scale friendly environment that is flexible and which seeks to meet the needs of young adults.
- Providing a safe, secure, and stimulating environment where young adults can relax and have fun.
- Giving young adults the opportunity to continue to develop social and life skills and become an active part of the community.
- Encouraging young adults to respect individuals' diversity, needs, values and human rights.
- Ensure confidentiality and personal privacy are always maintained and respected.
- Promoting the service in the wider community and encouraging participation in, and support of, our work.
- Being a source of information and support for young adults, families and professionals.

Performance and Achievements

We continue to provide opportunities and new experiences to young adults with disabilities by providing tailored person-centred support through day support and short breaks.

Our robust referral and assessment process continues to enable us to develop a person-centred support plan that covers all areas of need. This includes a one-page profile that lists likes and beliefs and can be used as a quick reference for staff.

This continues to allow us to facilitate individual and group activities. In the past year we have focused on new opportunities for the people we support. These have included: Supporting 3 people to become involved and gain work experience with Vana Farm, an organic farm based in Aylesbury. Through the farm the people we support have been able to learn valuable life skills, gain a work ethic, purpose, a sense of belonging and feelings of accomplishment. We also entered a team in the Henley Regatta for the Disabled. This promoted teamwork and cohesion within our Buddies Social Group and community participation and the team were awarded 'Most Enthusiastic Team' for their efforts. We have also enabled the people we support to access Exercise to Music and Boccea at Oxsrade, a local hydrotherapy pool, Music Therapy through Chiltern Music Therapy and Tag Rugby with The Wolves, part of Wallingford RFC, which has given the people we support opportunities to grow in confidence, develop social skills, get fit and make friends.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

Performance and Achievements (continued)

Last year we were able to once again facilitate a weekend break at Butlins for our Buddies Social Group. The group were involved in raising funds for the holiday, through small events like bag packing at the local supermarket and holding a collection at the local rugby club. This encouraged community participation and increased Independence. We have plans for this again this year along with a weekend break to The Calvert Trust in Exmoor which offers a wide range of accessible activities for people with disabilities and will enable us to offer the people we support new experiences and opportunities.

We continued to develop our garden with the invaluable support of the families. We have been able to grow our own vegetables and many sensory plants. The garden is now a much utilised area in the summer which increases the wellbeing of the people we support and the staff team.

Funding

The financial stability of the Centre continues to remain highly dependent on successful fundraising. Funds raised in the year support the Centre to maintain and strengthen the service. We continue to be grateful for the support afforded from the local community and grant-awarding bodies.

We also focus on maximising capacity to secure service revenue.

Building Project

Paul Barrett retired from the Board in 2022 and at last year's AGM he was appointed as Honorary President.

Both he and Paul Venables have taken on the day-to-day management of the project and lead the negotiations with several key stakeholders. We are also very lucky and grateful to have found experts that have joined (on a pro bono basis) the building group team, and they are assisting on the project.

In 2020 provisional agreement was reached with Crest Nicholson for them to donate land at the Highland Park development for a purpose-built facility for The Chiltern Centre. In 2021 Henley Town Council approved the inclusion of the existing Chiltern Centre site in the revised Joint Henley and Harpsden Neighbourhood Plan. This was subject to a referendum and was approved by 80% of Henley and Harpsden residents who voted.

Once we have resolved a number of issues including planning approval, the current site will be marketed for sale for building development and plans are in place to launch a major fundraising campaign to fund the new facility at Highland Park. The need for increased capacity is greater than ever as demand grows for the services provided by The Chiltern Centre.

We are well underway with the design of our proposed new build facility, which will require planning permission.

Fundraising

2022 was a successful year for the fundraising team and the first for several when we haven't had to look over our shoulders for Covid to raise its head again impacting our events plan. We succeeded in exceeding our fundraising targets in 2022 thanks to our generous supporters.

We were able to run several events that raised funds and many smiles, including golf days at Badgemore Park Golf Club and Henley Golf Club, the Big Sunday Lunch, an artisan shopping event, Jeux d'Esprit, and a 'Mary Blandy' theatre production.

We are extremely grateful to SODC and the many Foundations and Trusts for the grants that continue to support our ability to deliver our specialist care empowering young people to live life to the full whilst supporting their families in their vital role of caring. With the support of SODC, The Chiltern Centre was able to reinstate the post of community fundraiser and welcome Ruth Siddorn to the team during the year. Ruth has already built strong relationships within the community and organised several successful events including a Night of Adventure launching our next challenge event, a children's cinema event and a Christmas shopping fair.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

Fundraising (continued)

Whilst the financial climate continues to squeeze, we are fortunate to be supported by such a generous local community. We continue to be hugely appreciative of you all to help secure our long-term ability to provide our much-needed care.

Local businesses, organisations and schools support the Centre in many ways. We would especially like to thank Badgemore Primary School, Chilton Motorcycle Club, Co-op, Danesfield House, Henley Rugby Club, Henley Distillery, Hobbs of Henley, Hurley House Hotel, IBS Office Solutions, Jeux d'Esprit, KJ Smith Solicitors, Lawrence menswear, Leander Club, Nettlebed Craft Fair, Orwell Restaurant, Perslan Delights, Phillip Booth estate agents, Robins Nest Holiday Home, Shiplake College, South Oxfordshire Mencap, Swim to Live, Swyncombe Singers, The Spice Merchant, THP Solicitors, The Henley Living Advent, Towergate Insurance, Waitrose, Yorkshire Building Society.

The Trustees wish to express their thanks and appreciation of the creativity and hard work of the part-time fundraising team: Jane Ainslie, Harriet Barcella, Ruth Siddorn and Emma Lerche-Thomsen. Harriet left us in April 2023 to focus on developing her own business. We thank Harriet for her hard work, and we wish her every success.

Patrons

Our wonderful patrons continue to support the Chiltern Centre in many ways, and we are deeply grateful to Lady Judy McAlpine, Alex Halgh, Gale Scouller and Christopher Laing.

Advisors

Lisa Drage continues as Parental Advisor to the Board.

Helen Goss was appointed in March 2022 as Trustee and *pro bono* legal advisor to the Centre.

Richard Reed continues as Media Advisor to the Board and to the Fundraising Committee.

Financial Review

The background to the 2022 financial results and the comparisons with 2021 is that due to the Covid Pandemic the Centre in 2021 operated with reduced capacity and under strict covid safety measures for much of the first half of that year and in the second half of 2021 we had seen a gradual increase in occupancy levels as circumstances allowed. Whereas in 2022, we were able to operate at full capacity with minimal restrictions for the entire year and with demand for our services continuing to increase, we operated consistently in the second half of the year at >95% overnight capacity utilisation. This along with a significant waiting list of 20 families/Young People, demonstrates the need for our new facility and the material increase in capacity that this will bring. Like most businesses, we faced a major challenge to increase and retain our high quality management and care staff, and to ensure we continued to provide a high quality service to our young adults, we increased pay levels by 5% in October 2021 and again in April 2022, we also increased our use of Agency staff in the year and faced a series of inflationary cost pressures. Finally, we benefited from 3 material one off items during the year, totalling income of £439k comprising 2 legacies totalling £376k and a business interruption insurance claim of £63k, all of which has been designated to our new build project fund.

Total underlying income (excluding material one off items mentioned above) increased by £216k or 28% to £978k, comprising income from charitable activities (services provided) of £775k (up £211k) with the Centre fully open for the full year and operating at very high utilisation levels, income from fundraising including grants and donations of £201k (up £3k) and interest income of £2k (up £2k). In addition, we received one off income of £439k as explained above, which led to total income of £1417k.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

Financial Review (continued)

Total costs increased by £154k or 22% to £855k, comprising costs on charitable activities (services provided) of £771k (up £137k), with the centre fully open for the year with increased staff costs and agency cover due to high utilisation of our services, pay increases and other inflationary cost increases, and costs from fundraising at £84k (up £17k). Service Centre costs have increased by a lower percentage than revenue in a large part by the decision in 2021 to retain our staff throughout the pandemic on full pay and thus ensure we could offer a full range of services to our clients post pandemic.

Thus overall, we generated an underlying surplus of £123k in 2022 which compares to a surplus of £61k in 2020. The results in both years are a credit to the efforts of our Centre manager and his team and the fundraising staff who continue to work hard to maintain a high quality service to the Young Adults and their families who use our services, maintain staff continuity and morale and generate important levels of fundraising which is vital to the continued success and viability of the centre. In addition, as explained in the first paragraph, we received one off income and thus surplus (primarily from legacies) of £439k, which led to a total net income of £562k.

The results also clearly demonstrate the continued vital importance of our fundraising efforts as the net funds raised in 2022 of £117k comprise the vast majority of the £123k underlying surplus.

Further to the earlier note on the proposed building project, we have formally designated a further £500k of our unrestricted reserves (including the £439k of one off income received in 2022) towards the cost of the new build, which brings the total funds designated to the new build to £800k.

Moving onto the Balance Sheet, the Centre finance manager has continued to keep a tight control on cash collection and debtors. The increase in underlying debtors (excluding £350k of accrued legacy income) is due to the higher level of services provided in Q4 2022 vs the same period in 2021, and we exited the year with a cash balance of £692k up £234k on the previous year. During the year, we incurred capital expenditure of £8k mainly IT equipment.

Reserves Policy

The trustees have considered the need to hold reserves in order to balance risk and have set a policy which makes provision for free reserves equivalent to three months running costs for the charity. Three months running costs are currently deemed to be c£250k by the trustees. The general fund of £467k includes tangible fixed assets (not covered by the restrictive funds) of £154k, with the remaining £313k to cover the running costs of the charity as per the policy noted above. Additionally, we have unrestricted reserves of £800,000 which is designated towards the new build project fund.

Future Plans

As we continue to further improve and develop the high quality bespoke services provided by the centre and plan for the potential new building project which would transform the capacity and services we can provide for our Young Adults, their families and our prospective clients, our current priorities are as follows:

1. To continue to provide a high quality personalised service for as many Young Adults and their families as capacity constraints in our existing facility enable.
2. To continue to ensure the financial viability of the Centre for the long term.
3. To continue to support the Henley and Harpsden Neighbourhood Plan, and specifically a) planning permission to be granted to the Highlands Farm development and the proposed new Chiltern Centre building included within it and b) the sale or redevelopment of the existing Chiltern Centre facility as a site for housing development which will help generate material funds to support the new build project.
4. To continue to develop fundraising plans to support the new build project should planning permission be given to the Highlands Farm development and the proposed new Chiltern Centre building.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

Thanks

The Trustees would like to thank the many national organisations who support us, as well as many organisations and individuals in the local community who do so. Thanks are also due to our Members and the growing ranks of Friends as well as the Henley Standard and Henley Herald for their ongoing coverage and support; to South Oxfordshire District Council for their grants; to the parents and carers of the children and young persons who use our services. We are very grateful to our Patrons, our dedicated staff, and to our Fundraising Team for their unstinting efforts on behalf of the Chiltern Centre.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also the directors of the Chiltern Centre Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which 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 the 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 then apply them consistently;
- observe the methods and principles in the Charities SORP (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records that 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. The trustees 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.

In so far as the trustees are aware:


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

AUDITOR

TC Group are deemed to be re-appointed under section 487(2) of the Companies Act 2006.

Registered office:
Greys Road
Henley on Thames
Oxfordshire
RG9 1QR

Signed by order of the trustees



.....
David Haddock
Charity Secretary and Trustee

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE
CHILTERN CENTRE LIMITED**

OPINION

We have audited the financial statements of The Chiltern Centre Limited (the 'charitable company') for the year ended 31 December 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes numbered 1 to 20. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

BASIS FOR OPINION

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

CONCLUSIONS RELATING TO GOING CONCERN

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

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

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

OTHER INFORMATION

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

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

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE
CHILTERN CENTRE LIMITED (continued)**

We have nothing to report in this regard.

OPINIONS ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

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

- the information given in the Trustees' Annual Report, which includes the Directors' Report prepared for the purposes of company law, is consistent with the financial statements; and
- the Directors' Report included within the Trustees' Annual Report has been prepared in accordance with applicable legal requirements.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of our audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

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

RESPONSIBILITIES OF TRUSTEES

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

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

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE
CHILTERN CENTRE LIMITED (continued)**

EXTENT TO WHICH THE AUDIT WAS CONSIDERED CAPABLE OF DETECTING IRREGULARITIES, INCLUDING FRAUD

The objectives of our audit, in respect of fraud, are: to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses; and to respond appropriately to fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and its management.

Our approach was as follows:

- We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general sector experience, and through discussion with the trustees and other management (as required by auditing standards), and discussed with the trustees and other management the policies and procedures regarding compliance with laws and regulations (see below);
- We identified the following areas as those most likely to have such an effect: health and safety; General Data Protection regulation (GDPR); fraud, bribery and corruption; Care Quality Commission (CQC), and employment law. Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the trustees and other management and inspection of regulatory and legal correspondence, if any.
- We considered the legal and regulatory frameworks directly applicable to the financial statements reporting framework (FRS 102, the Companies Act 2006 and the Charities Act 2011) and the relevant tax compliance regulations in the UK;
- We considered the nature of the charitable company's operations, the control environment and financial performance;
- We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit;
- We considered the procedures and controls that the charitable company has established to address risks identified, or that otherwise prevent, deter and detect fraud; and how senior management monitors those programmes and controls.

Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Where the risk was considered to be higher, we performed audit procedures to address each identified fraud risk. These procedures included testing manual journals; reviewing the financial statement disclosures and testing to supporting documentation; performing analytical procedures; and enquiring of management, and were designed to provide reasonable assurance that the financial statements were free from fraud or error.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE
CHILTERN CENTRE LIMITED (continued)**

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

USE OF OUR REPORT

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

TC Group

Mark Cummins FCCA (Senior Statutory Auditor)

For and on behalf of TC Group

Statutory Auditor
Office: Steyning, West Sussex

Date: 5 July 2013

THE CHILTERN CENTRE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE
INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 DECEMBER 2022

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
INCOME AND ENDOWMENTS						
FROM:						
Donations and legacies	2	139,778	350,000	66,871	556,649	186,666
Charitable activities	3	775,246	-	-	775,246	563,748
Other trading activities	4	19,592	-	-	19,592	11,906
investments	5	2,446	-	-	2,446	46
Other Receipts	6	63,290	-	-	63,290	-
TOTAL		1,000,352	350,000	66,871	1,417,223	762,366
EXPENDITURE ON:						
Raising funds	7	83,801	-	-	83,801	67,135
Charitable activities	8	672,843	-	98,034	770,877	633,847
TOTAL		756,644	-	98,034	854,678	700,982
NET INCOME/(EXPENDITURE)		243,708	350,000	(31,163)	562,545	61,384
Transfers between funds	16	(150,000)	150,000	-	-	-
NET MOVEMENT IN FUNDS		93,708	500,000	(31,163)	562,545	61,384
RECONCILIATION OF FUNDS 16-17						
Total funds brought forward		373,234	300,000	294,569	967,803	906,419
TOTAL FUNDS CARRIED FORWARD		466,942	800,000	263,406	1,530,348	967,803

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 17 to 27 form part of these financial statements.

THE CHILTERN CENTRE LIMITED

BALANCE SHEET

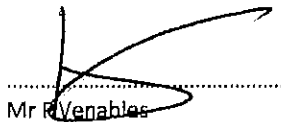
AS AT 31 DECEMBER 2022

	Note	2022 £	2021 £
FIXED ASSETS			
Tangible assets	13	349,527	389,220
CURRENT ASSETS			
Debtors	14	538,951	168,897
Cash at bank		692,002	458,407
		<u>1,230,953</u>	<u>627,304</u>
CREDITORS: Amounts falling due within one year	15	<u>(50,132)</u>	<u>(48,721)</u>
NET CURRENT ASSETS		<u>1,180,821</u>	<u>578,583</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,530,348</u>	<u>967,803</u>
NET ASSETS		<u>1,530,348</u>	<u>967,803</u>
FUNDS			
Unrestricted funds			
General	16	466,942	373,234
Designated	16	800,000	300,000
		<u>1,266,942</u>	<u>673,234</u>
Restricted funds	16	263,406	294,569
TOTAL FUNDS		<u>1,530,348</u>	<u>967,803</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

23rd June 2023

The financial statements were approved by the members of the committee on the 23rd June 2023 and are signed on their behalf by:


.....

Mr P Venables
Finance Director
Company Registration Number: 04843950

The notes on pages 17 to 27 form part of these financial statements.

THE CHILTERN CENTRE LIMITED
CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2022

	Note	2022 £	2021 £
Cash flows from operating activities			
Cash generated from operations	18	238,823	71,367
Investing activities			
Purchase of tangible fixed assets	13	(7,674)	(35,768)
Investment Income		2,446	46
Net cash (used in) Investing activities		<u>(5,228)</u>	<u>(35,722)</u>
Net Increase / (decrease) In cash and cash equivalents		233,595	35,645
Cash and cash equivalents at the beginning of the year		458,407	422,762
Cash and cash equivalents at the end of the year		<u>692,002</u>	<u>458,407</u>

The notes on pages 17 to 27 form part of these financial statements.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

1. ACCOUNTING POLICIES

a. Basis of accounting

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

The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charitable company and rounded to the nearest £.

The Chiltern Centre 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

Having considered future budgets and cash flows, the trustees confirm that they have no material uncertainties about the entity's ability to continue as a going concern for the foreseeable future.

b. Fund accounting

- General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

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

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

c. Income

All income is included in the Statement of Financial Activities when the charity is legally entitled to the income, it is probable the income will be received and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Income from donations and legacies received by way of donations, grants and fundraising events and is included in full in the Statement of Financial Activities. Income received for services provided is recognised on a receivable basis. Grants are included in incoming resources when the charity is entitled to the income, it is probable the income will be recovered and when the income can be measured reliably.

- Gift aid reclaimable on donations to the charity is included upon submission of the gift aid claim.

- Donated services and facilities are included at the value to the charity where this can be quantified.

- Investment income is included when receivable.

- Income resources from charitable activities are accounted for when earned.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

1. ACCOUNTING POLICIES (continued)

d. Expenditure

All expenditure is accounted for on an accruals basis as a liability is incurred. Expenditure includes VAT, which cannot be recovered, and is reported as part of the expenditure to which it relates.

- Expenditure on raising funds comprise the cost associated with attracting donations and legacy income.

- 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. Also included within charitable expenditure are governance costs which include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and salary costs associated with the audit and statutory registration requirements. Salary costs are allocated by taking a percentage of the managerial and administration support salaries.

- All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

e. Tangible fixed assets and depreciation

Fixed assets are recorded at cost less accumulated depreciation. The costs of minor additions are not capitalised.

Depreciation is provided on office, play and general equipment at a rate to write off the value fully over three years on a straight line basis.

Depreciation is provided on vehicles at a rate to write off the value fully over four years on a straight line basis.

Depreciation is provided on the freehold building to write off the value over 15 years. Land is not depreciated.

The carrying values of tangible fixed assets are reviewed for impairment periodically. If events or changes in circumstances indicate the carrying values may not be recoverable.

f. Pension scheme

The Charity operates a defined contribution pension scheme into which the employees may contribute. The Company also contributes into this scheme.

h. Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK tax purposes.

i. Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks and other short-term liquid investments with original maturities of three months or less.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

1. ACCOUNTING POLICIES (continued)

j. Financial Instruments

The charitable company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charitable company's balance sheet when the charitable company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities.

k. Critical accounting estimates and judgements

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

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

The trustees do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

2. DONATIONS AND LEGACIES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Grants	44,800	-	56,871	101,671	101,403
Donations	69,027	-	10,000	79,027	85,263
Legacies	25,951	350,000	-	375,951	-
	<u>139,778</u>	<u>350,000</u>	<u>66,871</u>	<u>556,649</u>	<u>186,666</u>

Income from donations and legacies was £556,649 (2021 - £186,666) of which £139,778 (2021 - £89,177) was attributable to unrestricted funds, £350,000 (2021 - £nil) was attributable from a legacy to a designated fund and £66,871 (2021 - £97,489) was attributable to restricted funds.

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Income from services provided	<u>775,246</u>	<u>-</u>	<u>775,246</u>	<u>563,748</u>

Income from charitable activities was £775,246 (2021 - £563,748) of which £775,246 (2021 - £563,748) was attributable to unrestricted funds.

4. INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Fundraising events	<u>19,592</u>	<u>-</u>	<u>19,592</u>	<u>11,906</u>

Income from other trading activities was £19,592 (2021 - £11,906) of which £19,592 (2021 - £11,906) was attributable to unrestricted funds.

5. INVESTMENT INCOME

	Unrestricted funds Total Funds 2022 £	Unrestricted funds Total Funds 2021 £
Bank interest receivable	<u>2,446</u>	<u>46</u>

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

6. OTHER INCOME

	Unrestricted funds Total Funds 2022 £	Unrestricted funds Total Funds 2021 £
Other receipts Including Business Interruption Insurance Claim	63,290	-

7. EXPENDITURE ON RAISING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Fundraising costs				
Staff costs (note 12)	73,425	-	73,425	55,636
Other costs	10,376	-	10,376	11,499
	83,801	-	83,801	67,135

Expenditure on raising funds was £83,801 (2021 - £67,135) of which £83,801 (2021 - £67,135) was attributable to unrestricted funds.

8. EXPENDITURE ON CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Care and welfare				
Staff costs (note 12)	358,398	45,409	403,807	309,169
Catering	15,722	-	15,722	13,317
Play equipment	1,213	-	1,213	674
Outings	13,041	18,038	31,079	10,767
Management and administration costs (note 9)	243,161	34,587	277,748	263,907
Governance costs (note 10)	41,308	-	41,308	36,013
	672,843	98,034	770,877	633,847

Expenditure on charitable activities was £770,877 (2021 - £633,847) of which £672,843 (2021 - £533,038) was attributable to unrestricted funds and £98,034 (2021 - £100,809) was attributable to restricted funds.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

9. MANAGEMENT AND ADMINISTRATION COSTS

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Staff costs (note 12)	111,150	1,149	112,299	92,293
Property costs	9,218	-	9,218	10,110
Servicing & maintenance costs	26,867	2,925	29,792	52,805
General administrative expenses	60,829	949	61,778	55,282
Professional & registration fees	17,294	-	17,294	5,440
Depreciation	17,803	29,564	47,367	47,977
	<u>243,161</u>	<u>34,587</u>	<u>277,748</u>	<u>263,907</u>

10. GOVERNANCE COSTS

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Staff costs (note 12)	33,379	-	33,379	28,236
Auditor's remuneration	7,800	-	7,800	7,692
Bank charges	129	-	129	85
	<u>41,308</u>	<u>-</u>	<u>41,308</u>	<u>36,013</u>

11. NET INCOMING / (OUTGOING) RESOURCES FOR THE YEAR

This is stated after charging:

	2022	2021
	£	£
Depreciation	47,367	47,977
Auditors' remuneration: - audit of the financial statements	<u>7,800</u>	<u>7,692</u>

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

12. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2022	2021
	£	£
Contracted employees:		
Wages and salaries	442,883	367,047
Employers national insurance	32,466	19,763
Pension	23,211	14,562
	498,560	401,372
Other staff related costs:		
Recruitment	19,900	15,867
Training	9,441	8,025
Clinical nurse	5,156	7,896
Agency staff	89,853	52,174
	124,350	83,962
Total staff costs	622,910	485,334

Particulars of employees:

The average number of employees during the year was as follows:

	2022	2021
	No	No
Care staff	14	10
Management	1	1
Administration	3	3
Fundraising	3	2
	21	16

No employee received remuneration of more than £60,000 during the year (2021 – nil).

No trustee received any remuneration or expense reimbursements during the year (2021 - nil).

Key management personnel consist of the Centre Manager, Service Administrator and Finance Administrator. The remuneration of key management personnel (including Employer's National Insurance Contributions and Employer's Pension contributions) was £136,476 (2021: £106,484). This includes increases in standard hours worked by part time key management.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

13. TANGIBLE FIXED ASSETS

	Freehold land & building £	Office equipment £	Play & other equipment £	Vehicle £	Total £
COST					
At 1 January 2022	688,156	43,442	42,093	80,113	853,804
Additions	-	7,674	-	-	7,674
Disposals	-	(5,351)	(22,453)	(26,295)	(54,099)
At 31 December 2022	688,156	45,765	19,640	53,818	807,379
DEPRECIATION					
At 1 January 2022	348,890	38,015	40,008	37,671	464,584
Charge for the year	29,453	5,065	2,085	10,764	47,367
Disposal	-	(5,351)	(22,453)	(26,295)	(54,099)
At 31 December 2022	378,343	37,729	19,640	22,140	457,852
NET BOOK VALUE					
At 31 December 2022	309,813	8,036	-	31,678	349,527
At 31 December 2021	339,266	5,427	2,085	42,442	389,220

Included in the value of Freehold land and buildings is a total cost of £362,377 relating to land which is not depreciated.

14. DEBTORS

	2022 £	2021 £
Trade debtors	163,952	152,493
Gift Aid claims	3,515	3,297
Prepayments and accrued income	371,484	13,107
	538,951	168,897

15. CREDITORS: Amounts falling due within one year

	2022 £	2021 £
Trade creditors	28,882	25,055
Taxation and social security	14,679	10,296
Accruals and deferred income	6,571	13,370
	50,132	48,721

Deferred income of £Nil (2021 - £5,500) represents the unrecognised portions of grants received for specific contractual services to be provided in forthcoming periods

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

16. ANALYSIS OF CHARITABLE FUNDS

ANALYSIS OF MOVEMENT IN UNRESTRICTED FUNDS

	Balance at 1 Jan 2022 £	Income £	Expenditure £	Transfers £	Balance at 31 Dec 2022 £
General Funds	373,234	1,000,352	(756,644)	(150,000)	466,942
Designated Funds	300,000	350,000	-	150,000	800,000
	<u>673,234</u>	<u>1,350,352</u>	<u>(756,644)</u>	<u>-</u>	<u>1,266,942</u>

The general fund includes tangible fixed assets (not covered by Restricted Funds) of £153,888 (2021: £164,128). The free reserves (unrestricted funds excluding tangible fixed assets) are £1,113,054 (2021: £509,106). Included within free reserves is £800,000 designated towards the build project fund (2021: £300,000).

Designated funds comprise the following:

Build project fund

This represents funds relating to the new build project. During the year, £150,000 was transferred out of unrestricted general funds to designated funds and we were granted a legacy of £350,000 in the year.

ANALYSIS OF MOVEMENT IN UNRESTRICTED FUNDS – previous year

	Balance at 1 Jan 2021 £	Income £	Expenditure £	Transfers £	Balance at 31 Dec 2021 £
General Funds	572,830	664,877	(600,173)	(264,300)	373,234
Designated Funds	-	-	-	300,000	300,000
	<u>572,830</u>	<u>664,877</u>	<u>(600,173)</u>	<u>35,700</u>	<u>673,234</u>

ANALYSIS OF MOVEMENT IN RESTRICTED FUNDS

	Balance at 1 Jan 2022 £	Income £	Expenditure £	Transfers £	Balance at 31 Dec 2022 £
Specific service provision fund	64,117	52,436	(54,246)	-	62,307
Equipment fund	5,360	14,435	(14,335)	-	5,460
Building fund	225,092	-	(29,453)	-	195,639
	<u>294,569</u>	<u>66,871</u>	<u>(98,034)</u>	<u>-</u>	<u>263,406</u>

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

16. ANALYSIS OF CHARITABLE FUNDS (continued)

Specific Service Provision Fund

This represents grants and donations made to the company in respect of the provision of specific services. These are released to revenue in accordance with the supply of those services.

Equipment Fund

Certain donations were made with the proviso that they should be used for the purchase of specific equipment.

Building Fund

This represents the donations and mortgage which secured the purchase of the company's premises in February 2006 together with funds for ongoing building costs, plus the net book value of the extension to the premises in 2012.

ANALYSIS OF MOVEMENT IN RESTRICTED FUNDS –previous year

	Balance at 1 Jan 2021 £	Income £	Expenditure £	Transfers £	Balance at 31 Dec 2021 £
Specific service provision fund	71,120	80,539	(51,842)	(35,700)	64,117
Equipment fund	7,813	16,950	(19,403)	-	5,360
Building fund	254,656	-	(29,564)	-	225,092
	<u>333,589</u>	<u>97,489</u>	<u>(100,809)</u>	<u>(35,700)</u>	<u>294,569</u>

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS – YEAR ENDED 31 DECEMBER 2022

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	153,888	-	195,639	349,527
Cash at bank and in hand	174,235	450,000	67,767	692,002
Current assets	188,951	350,000	-	538,951
Current liabilities	(50,132)	-	-	(50,132)
Total Funds	<u>466,942</u>	<u>800,000</u>	<u>263,406</u>	<u>1,530,348</u>

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

ANALYSIS OF NET ASSETS BETWEEN FUNDS – YEAR ENDED 31 DECEMBER 2021

	Unrestricted funds	Designated funds	Restricted funds	Total
	£	£	£	£
Tangible fixed assets	164,128	-	225,092	389,220
Cash at bank and in hand	88,930	300,000	69,477	458,407
Current assets	168,897	-	-	168,897
Current liabilities	(48,721)	-	-	(48,721)
Total Funds	<u>373,234</u>	<u>300,000</u>	<u>294,569</u>	<u>967,803</u>

18. RECONCILIATION OF CASH GENERATED FROM OPERATIONS

	2022	2021
	£	£
Surplus for the year	562,545	61,384
Adjustments for:		
Investment Income	(2,446)	(46)
Depreciation of tangible fixed assets	47,367	47,977
Movements in working capital:		
(Increase)/decrease in debtors	(370,053)	(50,667)
Increase in creditors	6,910	15,421
Increase/(decrease) in deferred income	(5,500)	(2,702)
Cash generated from operations	<u>238,823</u>	<u>71,367</u>

19. RELATED PARTY TRANSACTIONS

During the year the charity received donations without attached conditions from 7 trustees totalling £3,860 (2021: £4,935).

20. COMPANY INFORMATION

The Chiltern Centre Limited is a charitable company limited by guarantee incorporated in England and Wales. In the event of winding up, each member may be required to contribute an amount, not exceeding £10, towards the settlement of the company's liabilities. The registered office is Greys Road, Henley-on-Thames, Oxfordshire, RG9 1QR.

The Chiltern Centre Limited

England & Wales - Charity number 1101218

Accounts

COMPANY REGISTRATION NUMBER 04843950

THE CHILTERN CENTRE LIMITED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2021

Charity Number 1101218

tc accounts · tax · legal · financial planning

The Courtyard,
Shoreham Road,
Upper Beeding,
Steyning,
West Sussex,
BN44 3TN

THE CHILTERN CENTRE LIMITED

YEAR ENDED 31 DECEMBER 2021

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THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Name	The Chiltern Centre Limited
Charity Registration Number	1101218
Company Registration Number	04843950 (England and Wales)
Registered Office	The Chiltern Centre Greys Road Henley-on-Thames Oxfordshire RG9 1QR

DIRECTORS AND TRUSTEES

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

	Paul Barrett (Chair) Sangita Boyd (Safeguarding Director - appointed 26 January 2022) Lisa Drage David Haddock Ivor Lloyd (Chair Designate – appointed 28 March 2022) Ruth Lockett (resigned 31 December 2021) Nigel Reading (resigned 23 March 2022) Nicholas Steel (Fundraising Director) Stephen Unsworth Paul Venables (Finance Director) Jan Watson (appointed 28 Mar 2022) Helen Mary Goss (appointed 28 March 2022)
Secretary	David Haddock
Patrons	Lady McAlpine Mr Alex Haigh Mr Phillip Schofield Mrs Gaie Scouller Mr Christopher Laing CBE DL (appointed 28 March 2022)
Legal Advisor	Richard Money-Kyrle (resigned 29 July 2020) Helen Goss (appointed 28 March 2022)
Centre Manager	Gareth Groves
Responsible Person	Stephen Unsworth
Parental Advisor to the Board	Lisa Drage
Media Advisor to the Board	Richard Reed

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2021

Independent Auditors

TC Group
The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Bankers

The Co-operative Bank plc
PO Box 101
1 Balloon Street
Manchester
M60 4EP

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2021

The trustees are pleased to present their annual trustees' report together with the financial statements of the charitable company for the year ended 31 December 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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.

IMPACT OF THE COVID PANDEMIC IN 2021

The Centre was able to remain open during the year under review, albeit with a reduced capacity and with strict covid safety measures. We are grateful to our staff for the resilience they displayed in adapting to these restrictions and to working while wearing PPE. We are equally thankful that our fundraising team were able to adapt to the new restrictions and had a very successful year.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Charitable Status was granted to the Company on 16 December 2003. The charity is a private company limited by guarantee. Its governing documents are its Memorandum and Articles of Association.

Trustee Changes

After almost 20 years as Chair of the Centre, Paul Barrett has decided to retire and will step down at the AGM in July 2022. Paul has been instrumental over the last 20 years in building the Chiltern Centre into what it is today. The Trustees wish to put on record our debt of gratitude to him and we wish him a very happy retirement. To recognise the years of valuable service to the Centre we intend (subject to vote) at the AGM to appoint him as Honorary President. We are pleased to announce that Ivor Lloyd joined the Trustee Board in March 2022 as Chair Designate and will take over as Chair of the Centre on Paul's retirement at the AGM in July. Ivor brings a wealth of experience both in business (GSK and M&S) and more recently as Chair of the Leander Club.

Ruth Lockett retired as Finance Director at the end of 2021 after more than a decade in the role. We are extremely grateful to Ruth for her many years of service and for her significant contribution to The Centre. As part of our succession planning Paul Venables who joined as a Trustee in 2020 has taken over as Finance Director. Paul is a qualified chartered accountant and has considerable finance experience with public and private companies.

In other trustee moves, we welcome Sangita Boyd as Safeguarding Director, Helen Goss as Legal Advisor and Jan Watson. Nigel Reading resigned as Director and the Board of Trustees would like to thank him for his service over many years.

Management Structure

The Board of Trustees directs the strategy of the charity and monitors all aspects of the charity's activities in its bi-monthly meetings. The charity is managed by a Management Committee which comprises of the Chair, the Nominated Individual, the Finance Director, the Fundraising Director, the Centre Manager, supported by the Centre Administrator and the Finance Administrator, which meets monthly. The day to day running of the Centre and its services are managed by the Centre Manager, his Deputy, and the Senior Staff who in turn are supported by a team of suitably qualified employees.

In addition a Fundraising Committee is attended by certain Trustees and fundraisers bi-monthly. Sub-Committees for Governance and Building meet on an ad hoc basis when necessary.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2021

Procedures for Appointing Trustees

In normal circumstances, in appointing new trustees, the Charity will make information available externally of a vacancy, to encourage applicants from a diverse group including local black and ethnic minority individuals and any disadvantaged groups within the Charity's area of activity. It may also approach individuals who may be able to make a particular contribution and invite them to be considered. The Charity applies equal opportunities policies to the appointment of trustees.

Induction and Training of Trustees

Prospective trustees are invited to attend a Board Meeting as an observer and to visit the Centre and become acquainted first hand with its work. On appointment, trustees are given suitable literature from the Charity Commission to ensure that they are fully conversant with their role and responsibilities. All Trustees are required to undergo vetting by the DBS and to complete training in safeguarding. They are also directed to a number of helpful Charity Commission websites. The Board is encouraged to critique its performance at regular intervals.

Risk Management

The trustees are responsible for the management of risks faced by the Centre. To ensure efficient risk management they oversee processes which identify, assess and control risk.

The trustees perform their own review of the major risks to which the charity is exposed at their bi-monthly Trustees' Meetings at which the Centre Manager is present and take appropriate actions to mitigate those risks. In addition the Charity's Governance Committee provides an added safeguard by monitoring compliance and risk assessment.

Following CQC registration it was intended that trustees visited the Centre and looked at any areas of concern to ensure compliance with CQC requirements. This however had to be put on hold following the Covid-19 pandemic and is now planned to commence in 2022.

Public Benefit Statement

Section 4 of the Charities Act 2011 requires the charity trustees to comply with their duty to have due regard to public benefit guidance published by the Charity Commission in exercising their powers or duties. As Trustees we are mindful of this obligation and have referred to the guidance when reviewing our aims and objectives and in planning our future activities. In particular, we have considered how planned activities will contribute to the aims and objectives we have.

Ethos of the Centre

Throughout its existence the overarching aim of The Chiltern Centre has been to see the person not the disability and provide individualised person-centred care that enables young adults to live life to the full. We did this by:

- Developing and implementing appropriate support for young adults in consultation with the individual, their family and other relevant parties to meet their individual needs.
- Valuing young adults as individuals, promoting choice, positive self-image, independence, and individual identity.
- Encouraging full participation of young adults in the running of the Centre, sharing responsibilities and decisions.
- Providing individualised person-centred care by involving each individual in every aspect of their care with regular monitoring and review.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2021

- Treating young adults and their views with dignity and respect.
- Working in partnership with associated agencies to provide a holistic approach to meeting the needs of young adults and to develop additional opportunities and promote life chances.
- Safeguarding the health and wellbeing of young adults, ensuring that they are protected from harm and kept safe.
- Offering a small-scale friendly environment that is flexible and which seeks to meet the needs of young adults.
- Providing a safe, secure, and stimulating environment where young adults can relax and have fun.
- Giving young adults the opportunity to continue to develop social and life skills and become an active part of the community.
- Encouraging young adults to respect individuals' diversity, needs, values and human rights.
- Ensure confidentiality and personal privacy are always maintained and respected.
- Promoting the service in the wider community and encouraging participation in, and support of, our work.
- Being a source of information and support for young adults, families and professionals.

Performance and Achievements

The beginning of 2021 threw up similar challenges to 2020, and we continued to provide support in restricted bubbles in line with Government guidance. The team continued to provide building based activities, focused on daily living skills and promoting independence. One of young adults achieved an Entry Level Diploma in Personal Progress through the ASDAN learning programme.

As restrictions lifted young adults were able to start accessing the community and experience new opportunities. In September the Buddies Social Group went for a weekend break at Butlins in Bognor Regis. This was able to happen through the support of the Fundraising Team and group fundraising by the Buddies Social Group themselves. This was so successful that there are plans for another weekend away in 2022.

To date we are supporting 26 young people and their families and have a waiting list of 11. Marketing our service at young adults aged 16-30 makes us attractive to many individuals and we are becoming the first recommendation for several Local Authorities. We plan to build on these relationships moving forwards.

In June we were delighted to work with The Flower Union, a local Social Enterprise, to design and renovate our garden. They have provided us with a garden that is accessible for all and encourages young adults and the team to grow plants and vegetables which in turn enhances their well-being.

Our biggest achievement of 2021 was receiving a Good rating across the 5 domains following our first CQC inspection in June. This was a great reward of the sheer hard work of the entire Chiltern Centre staff team and the Board of Trustees.

Funding

As before, the financial stability of the Centre remains highly dependent on successful fundraising.

Unlike 2020, whilst there were no closures in 2021, the Centre continued to feel the effects of the Covid 19 Pandemic. Undoubtedly, operating in a Covid 19 risk mitigating manner, has reduced optimum revenue, curtailed service delivery and increased wait times for future service users.

There is always a need to raise considerable funds each year to cover the deficit between invoiced revenue and costs. This need has both increased and continues with the challenges Covid 19 presents. We are grateful for the support afforded from the local community and grant-awarding bodies.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

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Building Project

In 2020 provisional agreement was reached with Crest Nicholson for them to donate land at the Highland Park development for a purpose built facility for The Chiltern Centre. In 2021 Henley Town Council approved the inclusion of the existing Chiltern Centre site in the revised Joint Henley and Harpsden Neighbourhood Plan and approval is now awaited from SODC. Once approval is obtained the current site will be marketed for sale for building development and plans are in place to launch a major fundraising campaign to fund the new facility at Highland Park. The need for increased capacity is greater than ever as demand grows for the services provided by The Chiltern Centre.

Fundraising

Notwithstanding further pandemic related challenges to our fundraising activities in 2021, we were successful in exceeding our fundraising targets for 2021.

We are extremely grateful to SODC and the many Foundations and Trusts for the grants and funds that continue to support our ability to deliver this vital service for so many families, and are very mindful that awarding bodies have multiple calls on their limited financial resources.

Our local community continues to support The Chiltern Centre with kindness and generosity, despite pressures on so many households, and we continue to be hugely appreciative of you all to help secure our long-term ability to provide our much-needed care to disabled young people.

2021 saw an increase in the number of challenge events raising funds for the service, including local business HMT LLP's team bike ride; Clare ran the London Marathon; Marco completed the cold water river immersion challenge and the Longest Ascent from Henley to Snowdon; Centre Manager Gareth and fundraising manager Jane walked the Thames Path Challenge; Cheryl, Lucas and fundraising team members Harriet and Jane trekked across Jordan.

We were able to run several events that both provided enjoyment and raised funds, including golf days at Badgemore Park Golf Club and Henley Golf Club, a wreath making workshop, the Big Sunday Lunch, an artisan shopping event, Jeux d'Esprit, and Henley Choral Society's Christmas Concert at St. Mary's Church.

Local businesses, organisations and schools support the Centre in many ways, our sincere thanks to South Oxfordshire Mencap, Phyllis Court, Henley Hockey Club, Toad Hall Garden Centre, Chilton Motor Cycle Club, Secret Escapes, The Bottle and Glass, The Hidden Garden, Spice Merchant, Hotfooted Ladies Shoes, Waitrose and Partners, The Co-op, Philip Booth Esq, Mercers, Towergate Insurance, Bijan's Kitchen, Bistro at the Boathouse, Henley Rugby Club, Little Green Tomato, Menza Café, BamBam Rocks Designs, MyType, byfrankie, Emma Alington, Bella & Bo, The Henley Distillery, HoT Creative, Bella's Bookshelf in partnership with Osborne, Boston Mills Bakery, Persian Delights by Mali, Ruby's Vintage Treasures, Jewels Clothes & Accessories, Nicky Blystad Jewellery, Topic Skincare, Mr Hobbs Gin, Cards from Jan, The Baskerville, Badgemore Primary School, Shiplake College, Laurence Menswear, Sage & Squash, The Children's Shop; The Cheesy Grape, David Rodger Sharp Jewellers, Hotel Du Vin, Tipi Events.

The Trustees wish to express their thanks and appreciation of the creativity and hard work of the part-time fundraising team: Jane Ainslie, Harriet Barcella and Emma Lerche-Thomsen.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2021

Patrons

Our wonderful patrons continue to support the Chiltern Centre in many ways, and we are deeply grateful to Lady Judy McAlpine, Alex Haigh, Phillip Schofield and Gaie Scouller. Christopher Laing joined us as patron in March 2022.

Advisors

Lisa Drage continues as Parental Advisor to the Board.

Helen Goss was appointed in March 2022 as Trustee and *pro bono* legal advisor to the Centre in succession to Richard Money-Kyle.

Richard Reed continues as Media Advisor to the Board and to the Fundraising Committee.

Financial Review

The background to the 2021 financial results and especially the comparisons with 2020 is that due to the Covid Pandemic the Centre was closed completely from mid March to July 2020 with a gradual reopening of the Centre from late July, but operating under capacity restrictions with Covid prevention measures and arrangements for clients and staff to be in 'bubbles' which led to higher staff costs and additional costs of equipment. Whilst to some extent these restrictions have continued into 2021, the Centre was able to remain open throughout the year, albeit with reduced capacity and strict covid safety measures. Encouragingly, with demand for our services further increasing since the pandemic, we were able to gradually increase the occupancy levels as circumstances allowed.

Total income increased by £239k or 46% to £762k, comprising income from charitable activities (services provided) of £564k (up £278k) with the Centre open for the full year and operating with improved capacity and income from fundraising including grants and donations of £198k (down £39k), primarily due to the receipt of additional Covid related grant income in the previous year.

Total Costs increased by £118k or 20% to £701k, comprising costs on charitable activities (services provided) of £634k (up £129k), with the centre open for the full year and increased costs of Agency to provide Covid related sickness cover and costs from fundraising at £67k (down £11k). Service Centre costs have increased by a lower percentage than revenue in a large part by the decision in 2020 to retain our staff throughout the pandemic on full pay (net of furlough) and thus ensure we could offer a full range of services to our clients post Pandemic.

Thus overall we generated a surplus of £61k in 2021 which compares to a deficit of £(59)k in 2020. The results in both years are a credit to the efforts of the fundraising staff and the Centre manager who continues to work hard to maintain fundraising and staff morale.

The results also clearly demonstrate the continued vital importance of our fundraising efforts, as the net funds raised in 2021 of £131k clearly make the difference from a loss on the provision of services of £70k and the overall surplus generated in 2021 of £61k.

Further to the earlier note on the proposed building project, we have formally designated £300,000 of our unrestricted reserves towards the cost of the new build.

Moving onto the Balance Sheet, the Centre finance manager has continued to keep a tight control on cash collection and debtors. The increase in debtors is due to the higher level of services provided in Q42021 vs the same period in 2020, and we exited the year with a cash balance of £458k up £36k on the previous year. During the year, we replaced our minibus at a cost of £35k.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

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Reserves Policy

The trustees have considered the need to hold reserves in order to balance risk, and have set a policy which makes provision for free reserves equivalent to three months running costs for the charity. Three months running costs are deemed to be £187,500 by the trustees. The general fund of £373,234 includes tangible fixed assets (not covered by the restrictive funds) of £164,128, with the remaining £209,106 to cover the running costs of the charity as per the policy noted above. Additionally, we have unrestricted reserves of £300,000 which is designated towards the new build project fund.

Future Plans

As we continue to both recover from the impact of the Covid Pandemic on our Charity, and plan for the potential new building project which would transform the services we can provide for our clients, our current priorities are as follows:

1. To continue to serve as many service users as possible whilst ensuring their safety and that of our staff in a covid -safe assured environment.
2. To continue to ensure the financial integrity of the Centre for the long term.
3. To continue to support The Henley and Harpsden Neighbourhood Plan which includes the Chiltern Centre as a site for housing development with a view to relocating the Centre to a purpose built facility as part of the Highland Park development.
4. To continue to develop fundraising plans to support the new build project should the plan be approved.

Thanks

The Trustees would like to thank the many national organisations who support us, as well as many organisations and individuals in the local community who do so. Thanks are also due to our Members and the growing ranks of Friends as well as the Henley Standard and Henley Herald for their ongoing coverage and support; to South Oxfordshire District Council for their grants; to the parents and carers of the children and young persons who use our services. We are very grateful to our Patrons, our dedicated staff, and to our Fundraising Team for their unstinting efforts on behalf of the Chiltern Centre.

THE CHILTERN CENTRE LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2021

RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also the directors of the Chiltern Centre Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which 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 the 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 then apply them consistently;
- observe the methods and principles in the Charities SORP (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records that 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. The trustees 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.

In so far as the trustees are aware:

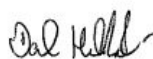
- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

AUDITOR

TC Group are deemed to be re-appointed under section 487(2) of the Companies Act 2006.

Registered office:
Greys Road
Henley on Thames
Oxfordshire
RG9 1QR

Signed by order of the trustees



David Haddock
Charity Secretary and Trustee

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE
CHILTERN CENTRE LIMITED**

OPINION

We have audited the financial statements of The Chiltern Centre Limited (the 'charitable company') for the year ended 31 December 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes numbered 1 to 18. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

BASIS FOR OPINION

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

CONCLUSIONS RELATING TO GOING CONCERN

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

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

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

OTHER INFORMATION

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

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

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE
CHILTERN CENTRE LIMITED (continued)**

We have nothing to report in this regard.

OPINIONS ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

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

- the information given in the Trustees' Annual Report, which includes the Directors' Report prepared for the purposes of company law, is consistent with the financial statements; and
- the Directors' Report included within the Trustees' Annual Report has been prepared in accordance with applicable legal requirements.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of our audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

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

RESPONSIBILITIES OF TRUSTEES

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

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

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE
CHILTERN CENTRE LIMITED (continued)**

EXTENT TO WHICH THE AUDIT WAS CONSIDERED CAPABLE OF DETECTING IRREGULARITIES, INCLUDING FRAUD

The objectives of our audit, in respect of fraud, are: to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses; and to respond appropriately to fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and its management.

Our approach was as follows:

- We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general sector experience, and through discussion with the trustees and other management (as required by auditing standards), and discussed with the trustees and other management the policies and procedures regarding compliance with laws and regulations (see below);
- We identified the following areas as those most likely to have such an effect: health and safety; General Data Protection regulation (GDPR); fraud, bribery and corruption; Care Quality Commission (CQC), and employment law. Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the trustees and other management and inspection of regulatory and legal correspondence, if any.
- We considered the legal and regulatory frameworks directly applicable to the financial statements reporting framework (FRS 102, the Companies Act 2006 and the Charities Act 2011) and the relevant tax compliance regulations in the UK;
- We considered the nature of the charitable company's operations, the control environment and financial performance;
- We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit;
- We considered the procedures and controls that the charitable company has established to address risks identified, or that otherwise prevent, deter and detect fraud; and how senior management monitors those programmes and controls.

Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Where the risk was considered to be higher, we performed audit procedures to address each identified fraud risk. These procedures included testing manual journals; reviewing the financial statement disclosures and testing to supporting documentation; performing analytical procedures; and enquiring of management, and were designed to provide reasonable assurance that the financial statements were free from fraud or error.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE
CHILTERN CENTRE LIMITED (continued)**

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

USE OF OUR REPORT

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

TC Group

Jonathan Aikens FCA DChA (Senior Statutory Auditor)

For and on behalf of TC Group

Statutory Auditor
Office: Steyning

Date: 5 July 2022

THE CHILTERN CENTRE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE
INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 DECEMBER 2021

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
INCOME AND ENDOWMENTS						
FROM:						
Donations and legacies	2	89,177	-	97,489	186,666	215,371
Charitable activities	3	563,748	-	-	563,748	285,808
Other trading activities	4	11,906	-	-	11,906	22,096
Investments	5	46	-	-	46	377
TOTAL		664,877	-	97,489	762,366	523,652
EXPENDITURE ON:						
Raising funds	6	67,135	-	-	67,135	77,663
Charitable activities	7	533,038	-	100,809	633,847	504,985
TOTAL		600,173	-	100,809	700,982	582,648
NET INCOME/(EXPENDITURE)		64,704	-	(3,320)	61,384	(58,996)
Transfers between funds	15	(264,300)	300,000	(35,700)	-	-
NET MOVEMENT IN FUNDS		(199,596)	300,000	(39,020)	61,384	(58,996)
RECONCILIATION OF FUNDS 15-16						
Total funds brought forward		572,830	-	333,589	906,419	965,415
TOTAL FUNDS CARRIED FORWARD		373,234	300,000	294,569	967,803	906,419

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 17 to 26 form part of these financial statements.

THE CHILTERN CENTRE LIMITED

BALANCE SHEET

AS AT 31 DECEMBER 2021

	Note	2021 £	2020 £
FIXED ASSETS			
Tangible assets	12	389,220	401,429
CURRENT ASSETS			
Debtors	13	168,897	118,230
Cash at bank		458,407	422,762
		<u>627,304</u>	<u>540,992</u>
CREDITORS: Amounts falling due within one year	14	(48,721)	(36,002)
NET CURRENT ASSETS		578,583	504,990
TOTAL ASSETS LESS CURRENT LIABILITIES		967,803	906,419
NET ASSETS		<u>967,803</u>	<u>906,419</u>
FUNDS			
Unrestricted funds			
General	15	373,234	527,830
Designated	15	300,000	-
		<u>673,234</u>	<u>527,830</u>
Restricted funds	15	294,569	335,589
TOTAL FUNDS		<u>967,803</u>	<u>906,419</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the members of the committee on the 6th June 2022 and are signed on their behalf by:



Mr P M Barrett
Chairman
Company Registration Number: 04843950

The notes on pages 17 to 26 form part of these financial statements.

THE CHILTERN CENTRE LIMITED

CASH FLOW STATEMENT

FOR THE YEAR ENDED 31 DECEMBER 2021

	Note	2021 £	2020 £
Cash flows from operating activities			
Cash generated from operations	17	71,367	8,800
Investing activities			
Purchase of tangible fixed assets	12	(35,768)	(31,507)
Investment income		46	377
Net cash (used in) investing activities		<u>(35,722)</u>	<u>(31,130)</u>
Net Increase / (decrease) in cash and cash equivalents		35,645	(22,330)
Cash and cash equivalents at the beginning of the year		422,762	445,092
Cash and cash equivalents at the end of the year		<u>458,407</u>	<u>422,762</u>

The notes on pages 17 to 26 form part of these financial statements.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

1. ACCOUNTING POLICIES

a. Basis of accounting

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

The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charitable company and rounded to the nearest £.

The Chiltern Centre 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

Having considered future budgets and cash flows, the trustees confirm that they have no material uncertainties about the entity's ability to continue as a going concern for the foreseeable future. This includes taking into account any known impact of the COVID-19 pandemic.

b. Fund accounting

- General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

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

c. Income

All income is included in the Statement of Financial Activities when the charity is legally entitled to the income, it is probable the income will be received and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Income from donations and legacies received by way of donations, grants and fundraising events and is included in full in the Statement of Financial Activities. Income received for services provided is recognised on a receivable basis. Grants are included in incoming resources when the charity is entitled to the income, it is probable the income will be recovered and when the income can be measured reliably.

- Gift aid reclaimable on donations to the charity is included upon submission of the gift aid claim.

- Donated services and facilities are included at the value to the charity where this can be quantified.

- Investment income is included when receivable.

- Income resources from charitable activities are accounted for when earned.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

1. ACCOUNTING POLICIES (continued)

d. Expenditure

All expenditure is accounted for on an accruals basis as a liability is incurred. Expenditure includes VAT, which cannot be recovered, and is reported as part of the expenditure to which it relates.

- Expenditure on raising funds comprise the cost associated with attracting donations and legacy income.

- 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. Also included within charitable expenditure are governance costs which include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and salary costs associated with the audit and statutory registration requirements. Salary costs are allocated by taking a percentage of the managerial and administration support salaries.

- All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

e. Tangible fixed assets and depreciation

Fixed assets are recorded at cost less accumulated depreciation. The costs of minor additions are not capitalised.

Depreciation is provided on office, play and general equipment at a rate to write off the value fully over three years on a straight line basis.

Depreciation is provided on vehicles at a rate to write off the value fully over four years on a straight line basis.

Depreciation is provided on the freehold building to write off the value over 15 years. Land is not depreciated.

The carrying values of tangible fixed assets are reviewed for impairment periodically if events or changes in circumstances indicate the carrying values may not be recoverable.

f. Pension scheme

The Charity operates a defined contribution pension scheme into which the employees may contribute. The Company also contributes into this scheme.

h. Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK tax purposes.

i. Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks and other short-term liquid investments with original maturities of three months or less.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

1. ACCOUNTING POLICIES (continued)

j. Financial instruments

The charitable company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charitable company's balance sheet when the charitable company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities.

k. Critical accounting estimates and judgements

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

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

The trustees do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

2. DONATIONS AND LEGACIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Grants	13,914	87,489	101,403	130,671
Donations	75,263	10,000	85,263	84,700
	<u>89,177</u>	<u>97,489</u>	<u>186,666</u>	<u>215,371</u>

Income from donations and legacies was £186,666 (2020 - £215,371) of which £89,177 (2020 - £143,248) was attributable to unrestricted funds and £97,489 (2020 - £72,123) was attributable to restricted funds.

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Income from services provided	563,748	-	563,748	285,808
	<u>563,748</u>	<u>-</u>	<u>563,748</u>	<u>285,808</u>

Income from charitable activities was £563,748 (2020 - £285,808) of which £563,748 (2020 - £285,808) was attributable to unrestricted funds.

4. INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Fundraising events	11,906	-	11,906	22,096
	<u>11,906</u>	<u>-</u>	<u>11,906</u>	<u>22,096</u>

Income from other trading activities was £11,906 (2020 - £22,096) of which £11,906 (2020 - £22,096) was attributable to unrestricted funds.

5. INVESTMENT INCOME

	Unrestricted funds Total Funds 2021 £	Unrestricted funds Total Funds 2020 £
Bank interest receivable	<u>46</u>	<u>377</u>

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

6. EXPENDITURE ON RAISING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Fundraising costs				
Staff costs (note 11)	55,636	-	55,636	63,917
Other costs	11,499	-	11,499	13,746
	<u>67,135</u>	<u>-</u>	<u>67,135</u>	<u>77,663</u>

Expenditure on raising funds was £67,135 (2020 - £77,663) of which £67,135 (2020 - £77,663) was attributable to unrestricted funds.

7. EXPENDITURE ON CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Care and welfare				
Staff costs (note 11)	266,485	42,684	309,169	252,643
Catering	13,317	-	13,317	7,526
Play equipment	674	-	674	345
Outings	4,297	6,470	10,767	6,921
Management and administration costs (note 8)	216,140	47,767	263,907	207,184
Governance costs (note 9)	32,125	3,888	36,013	30,366
	<u>533,038</u>	<u>100,809</u>	<u>633,847</u>	<u>504,985</u>

Expenditure on charitable activities was £633,847 (2020 - £504,985) of which £533,038 (2020 - £420,492) was attributable to unrestricted funds and £100,809 (2020 - £84,493) was attributable to restricted funds.

8. MANAGEMENT AND ADMINISTRATION COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Staff costs (note 11)	92,293	-	92,293	87,473
Property costs	10,110	-	10,110	12,989
Servicing & maintenance costs	34,633	18,172	52,805	14,122
General administrative expenses	55,251	31	55,282	49,451
Professional & registration fees	5,440	-	5,440	1,909
Depreciation	18,413	29,564	47,977	42,240
	<u>216,140</u>	<u>47,767</u>	<u>263,907</u>	<u>207,184</u>

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

9. GOVERNANCE COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Staff costs (note 11)	24,348	3,888	28,236	26,076
Auditor's remuneration	7,692	-	7,692	4,136
Bank charges	85	-	85	154
	<u>32,125</u>	<u>3,888</u>	<u>36,013</u>	<u>30,366</u>

10. NET INCOMING / (OUTGOING) RESOURCES FOR THE YEAR

This is stated after charging:

	2021 £	2020 £
Depreciation	47,977	42,240
Auditors' remuneration: - audit of the financial statements	<u>7,692</u>	<u>4,136</u>

11. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2021 £	2020 £
Contracted employees:		
Wages and salaries	367,047	327,598
Employers national insurance	19,763	24,630
Pension	14,562	11,029
	<u>401,372</u>	<u>363,257</u>
Other staff related costs:		
Recruitment	15,867	21,011
Training	8,025	19,492
Clinical nurse	7,896	588
Agency staff	52,174	25,761
	<u>83,962</u>	<u>66,852</u>
Total staff costs	<u>485,334</u>	<u>430,109</u>

Particulars of employees:

The average number of employees during the year was as follows:

	2021 No	2020 No
Care staff	10	10
Management	1	1
Administration	2	3
Fundraising	1	1
	<u>14</u>	<u>15</u>

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2021

11. STAFF COSTS AND EMOLUMENTS (Continued)

No employee received remuneration of more than £60,000 during the year (2020 – nil).

No trustee received any remuneration or expense reimbursements during the year (2020 - nil).

Key management personnel consist of the Centre Manager, Service Administrator and Finance Administrator. The remuneration of key management personnel (including Employer's National Insurance Contributions and Employer's Pension contributions) was £106,484 (2020: £90,586).

12. TANGIBLE FIXED ASSETS

	Freehold land & building £	Office equipment £	Play & other equipment £	Vehicle £	Total £
COST					
At 1 January 2021	688,156	43,442	42,093	44,345	818,036
Additions	-	-	-	35,768	35,768
At 31 December 2021	<u>688,156</u>	<u>43,442</u>	<u>42,093</u>	<u>80,113</u>	<u>853,804</u>
DEPRECIATION					
At 1 January 2021	319,326	34,505	34,676	28,100	416,607
Charge for the year	29,564	3,510	5,332	9,571	47,977
At 31 December 2021	<u>348,890</u>	<u>38,015</u>	<u>40,008</u>	<u>37,671</u>	<u>464,584</u>
NET BOOK VALUE					
At 31 December 2021	<u>339,266</u>	<u>5,427</u>	<u>2,085</u>	<u>42,442</u>	<u>389,220</u>
At 31 December 2020	<u>368,830</u>	<u>8,937</u>	<u>7,417</u>	<u>16,245</u>	<u>401,429</u>

Included in the value of Freehold land and buildings is a total cost of £242,377 relating to land which is not depreciated.

13. DEBTORS

	2021 £	2020 £
Trade debtors	152,493	100,647
Gift Aid claims	3,297	3,978
Prepayments and accrued income	13,107	13,605
	<u>168,897</u>	<u>118,230</u>

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

14. CREDITORS: Amounts falling due within one year

	2021	2020
	£	£
Trade creditors	25,055	14,857
Taxation and social security	10,296	8,084
Accruals and deferred income	13,370	13,061
	<u>48,721</u>	<u>36,002</u>

Deferred income of £5,500 (2020 - £8,202) represents the unrecognised portions of grants received for specific contractual services to be provided in forthcoming periods. All deferred income relates to income deferred during the year to 31 December 2021.

15. ANALYSIS OF CHARITABLE FUNDS

ANALYSIS OF MOVEMENT IN UNRESTRICTED FUNDS

	Balance at 1 Jan 2021	Income	Expenditure	Transfers	Balance at 31 Dec 2021
	£	£	£	£	£
General Funds	572,830	664,877	(600,173)	(264,300)	373,234
Designated Funds	-	-	-	300,000	300,000
	<u>572,830</u>	<u>664,877</u>	<u>(600,173)</u>	<u>35,700</u>	<u>673,234</u>

The general fund includes tangible fixed assets (not covered by Restricted Funds) of £164,128 (2020: £146,773). The free reserves (unrestricted funds excluding tangible fixed assets) are £509,106 (2020: £426,057). Included within free reserves is £300,000 designated towards the build project fund (2020: £nil).

Designated funds comprise the following:

Build project fund

This represents funds relating to the new build project. During the year, £300,000 was transferred out of unrestricted general funds to designated funds.

ANALYSIS OF MOVEMENT IN UNRESTRICTED FUNDS – previous year

	Balance at 1 Jan 2020	Income	Expenditure	Transfers	Balance at 31 Dec 2021
	£	£	£	£	£
General Funds	619,456	451,529	(498,155)	-	572,830

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

ANALYSIS OF MOVEMENT IN RESTRICTED FUNDS

	Balance at 1 Jan 2021 £	Income £	Expenditure £	Transfers £	Balance at 31 Dec 2021 £
Specific service provision fund	71,120	80,539	(51,842)	(35,700)	64,117
Equipment fund	7,813	16,950	(19,403)	-	5,360
Building fund	254,656	-	(29,564)	-	225,092
	<u>333,589</u>	<u>97,489</u>	<u>(100,809)</u>	<u>(35,700)</u>	<u>294,569</u>

Specific Service Provision Fund

This represents grants and donations made to the company in respect of the provision of specific services. These are released to revenue in accordance with the supply of those services. The transfer to general funds during the year was for the purchase of a new minibus totalling £35,700.

Equipment Fund

Certain donations were made with the proviso that they should be used for the purchase of specific equipment.

Building Fund

This represents the donations and mortgage which secured the purchase of the company's premises in February 2006 together with funds for ongoing building costs, plus the net book value of the extension to the premises in 2012.

ANALYSIS OF MOVEMENT IN RESTRICTED FUNDS –previous year

	Balance at 1 Jan 2020 £	Income £	Expenditure £	Transfers £	Balance at 31 Dec 2020 £
Specific service provision fund	58,565	65,190	(52,635)	-	71,120
Equipment fund	1,959	6,933	(1,079)	-	7,813
Building fund	285,435	-	(30,779)	-	254,656
	<u>345,959</u>	<u>72,123</u>	<u>(84,493)</u>	<u>-</u>	<u>333,589</u>

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS – YEAR ENDED 31 DECEMBER 2021

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	164,128	-	225,092	389,220
Cash at bank and in hand	88,930	300,000	69,477	458,407
Current assets	168,897	-	-	168,897
Current liabilities	(48,721)	-	-	(48,721)
Total Funds	<u>373,234</u>	<u>300,000</u>	<u>294,569</u>	<u>967,803</u>

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

ANALYSIS OF NET ASSETS BETWEEN FUNDS – YEAR ENDED 31 DECEMBER 2020

	Unrestricted funds £	Restricted funds £	Total £
Tangible fixed assets	146,773	254,656	401,429
Cash at bank and in hand	343,829	78,933	422,762
Current assets	118,230	-	118,230
Current liabilities	(36,002)	-	(36,002)
Total Funds	<u>572,830</u>	<u>333,589</u>	<u>906,419</u>

17. RECONCILIATION OF CASH GENERATED FROM OPERATIONS

	2021 £	2020 £
(Deficit)/Surplus for the year	61,384	(58,996)
Adjustments for:		
Investment income	(46)	(377)
Depreciation of tangible fixed assets	47,977	42,240
Movements in working capital:		
(Increase)/decrease in debtors	(50,667)	15,535
Increase in creditors	15,421	3,191
Increase/(decrease) in deferred income	(2,702)	7,207
Cash generated from operations	<u>71,367</u>	<u>8,800</u>

18. RELATED PARTY TRANSACTIONS

During the year the charity received donations without attached conditions from 7 trustees totalling £4,935 (2020: £3,840).

19. COMPANY INFORMATION

The Chiltern Centre Limited is a charitable company limited by guarantee incorporated in England and Wales. In the event of winding up, each member may be required to contribute an amount, not exceeding £10, towards the settlement of the company's liabilities. The registered office is Greys Road, Henley-on-Thames, Oxfordshire, RG9 1QR.

The Chiltern Centre Limited

England & Wales - Charity number 1101218

Accounts

COMPANY REGISTRATION NUMBER 04843950

THE CHILTERN CENTRE LIMITED

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 DECEMBER 2020

Charity Number 1101218

tc accounts · tax · legal · financial planning

The Granary
Hones Yard
Waverley Lane
Farnham
Surrey
GU9 8BB

THE CHILTERN CENTRE LIMITED

YEAR ENDED 31 DECEMBER 2020

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THE CHILTERN CENTRE LIMITED
TRUSTEES ANNUAL REPORT
YEAR ENDED 31 DECEMBER 2020

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Name	The Chiltern Centre Limited
Charity Registration Number	1101218
Company Registration Number	04843950 (England and Wales)
Registered Office	The Chiltern Centre Greys Road Henley-on-Thames Oxfordshire RG9 1QR

DIRECTORS AND TRUSTEES

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

	Paul Barrett (Chairman) Lisa Drage Ruth Lockett (Finance Director) Nicholas Steel (Fundraising Director) Nigel Reading David Haddock Stephen Unsworth Paul Venables (appointed 22 January 2020) Simon Warren (resigned 27 February 2020)
Secretary	David Haddock
Patrons	Lady McAlpine Mr Phillip Schofield Mrs Gaie Scouller Mr Alex Haigh Mrs Jane Wates (deceased 1 August 2020)
Legal Advisor	Richard Money-Kyrle (Boyes-Turner)
Centre Manager	Gareth Groves
Responsible Person	Stephen Unsworth
Parental Advisor to the Board	Lisa Drage
Media Advisor to the Board	Richard Reed

THE CHILTERN CENTRE LIMITED

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2020

Independent Auditors

TC Group
The Granary
Hones Yard
Waverley Lane
Farnham
Surrey
GU9 8BB

Bankers

The Co-operative Bank plc
PO Box 101
1 Balloon Street
Manchester
M60 4EP

CAF Bank Limited
Kings Hill
West Malling
ME19 4JQ

THE CHILTERN CENTRE LIMITED

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2020

The trustees are pleased to present their annual trustees' report together with the financial statements of the charitable company for the year ended 31 December 2020 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Charitable Status was granted to the Company on 16 December 2003. The charity is a private company limited by guarantee. Its governing documents are its Memorandum and Articles of Association.

The Board of Trustees directs the strategy of the charity and monitors all aspects of the charity's activities in its bi-monthly meetings. The charity is managed by a Management Committee which comprises the Chairman, the Nominated Individual, the Finance Director, the Fundraising Director, the Centre Manager, the Deputy Manager, supported by the Centre Administrator and the Finance Administrator, which meets monthly. The day to day running of the Centre and its services are managed by the Centre Manager, his Deputy, and the Senior Staff who in turn are supported by a team of suitably qualified employees.

In addition a Fundraising Committee is attended by certain Trustees and fundraisers bi-monthly. Sub-Committees for Governance and Building meet on an ad hoc basis when necessary.

IMPACT OF THE COVID PANDEMIC IN 2020

The Chiltern Centre was forced to close in the first lockdown from March to July with the deleterious financial consequences explained in the financial review section of this report.

Fortunately the Centre's strong reserves and the resilience of the Fundraising Team in being able to adapt to virtual fundraising ensured the Centre's survival.

It also meant that since receiving CQC approval in July 2019, the Centre has not yet been able to receive a live CQC inspection, although it has been subject to regular online audits.

Procedures for Appointing Trustees

In normal circumstances, in appointing new trustees, the Charity will make information available externally of a vacancy, to include local black and ethnic minority individuals and any disadvantaged groups within the Charity's area of activity. It may also approach individuals who may be able to make a particular contribution and invite them to be considered. The Charity applies equal opportunities policies to the appointment of trustees.

Induction and Training of Trustees

Prospective trustees are invited to attend a Board Meeting as an observer and to visit the Centre and become acquainted first hand with its work. On appointment, trustees are given suitable literature from the Charity Commission to ensure that they are fully conversant with their role and responsibilities. All Trustees are required to undergo vetting by the DBS and to complete training in safeguarding. They are also directed to a number of helpful Charity Commission websites. The Board is encouraged to critique its performance at regular intervals.

THE CHILTERN CENTRE LIMITED

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2020

Risk Management

The trustees are responsible for the management of risks faced by the Centre. To ensure efficient risk management they oversee processes which identify, assess and control risk.

The trustees perform their own review of the major risks to which the charity is exposed at their bi-monthly Trustees` Meetings at which the Centre Manager is present and take appropriate actions to mitigate those risks. In addition the Charity`s Governance Committee provides an added safeguard by monitoring compliance and risk assessment.

Following CQC registration it was intended that trustees visited the Centre and looked at any areas of concern to ensure compliance with CQC requirements. This however had to be put on hold following the Covid-19 pandemic.

Public Benefit Statement

Section 4 of the Charities Act 2011 requires the charity trustees to comply with their duty to have due regard to public benefit guidance published by the Charity Commission in exercising their powers or duties. As Trustees we are mindful of this obligation and have referred to the guidance when reviewing our aims and objectives and in planning our future activities. In particular, we have considered how planned activities will contribute to the aims and objectives we have.

Ethos of the Centre

Throughout its existence the overarching aim of The Chiltern Centre has been to see the person not the disability and provide individualised person-centred care that enables young adults to live life to the full. We did this by:

- Developing and implementing appropriate support for young adults in consultation with the individual, their family and other relevant parties to meet their individual needs.
- Valuing children and young people as individuals, promoting choice, positive self-image, independence and individual identity.
- Encouraging full participation of the young adults in the running of the Centre, sharing responsibilities and decisions.
- Providing individualised person-centred care by involving each individual in every aspect of their care with regular monitoring and review.
- Treating children and young people and their views with dignity and respect.
- Working in partnership with associated agencies to provide a holistic approach to meeting the needs of young adults and to develop additional opportunities and promote life chances.
- Safeguarding the health and wellbeing of young adults, ensuring that they are protected from harm and kept safe
- Offering a small-scale friendly environment that is flexible and which seeks to meet the needs of young adults.
- Providing a safe, secure, and stimulating environment where young adults can relax and have fun.
- Giving young adults the opportunity to continue to develop social and life skills and become an active part of the community.
- Encouraging young adults to respect individuals' diversity, needs, values and human rights.
- Ensure confidentiality and personal privacy are always maintained and respected.
- Promoting the service in the wider community and encouraging participation in, and support of, our work.
- Being a source of information and support for young adults, families and professionals.

THE CHILTERN CENTRE LIMITED

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2020

Performance and Achievements

As was the case for other providers of short break and day services we had to make the decision to close during the first lockdown. We reopened our doors at the end of July and have successfully remained open through the 2nd and 3rd lockdown.

This has been achieved through the positive approach of the Team and their ability to adapt to the new ways of working and their creativity in delivering support.

The Fundraising Team and Care Team have developed their working relationship over the last year and this has resulted in partnership working on campaigns and this will continue into the year ahead.

Although this has been a difficult year for many, The Chiltern Centre as a whole has showed great resilience in achieving positive outcomes in all areas of its operations.

To date we are supporting 26 people and their families and have a waiting list of 7. Marketing our service at young adults aged 16-30 makes us attractive to many individuals and we are becoming the first recommendations for several Local Authorities, and the plan is to grow these relationships over the next year.

Funding

The financial stability of the Centre remains highly dependent on successful fundraising.

In 2020 the Centre was obliged to close from late March 2020 until the partial re-opening at the end of July. This naturally had the effect of reducing revenue from invoiced services.

There has always been a need to raise considerable funds each year to cover the deficit between invoiced revenue and costs. This need will continue in the future, and we are grateful that support from the local community and grant-awarding bodies has largely continued unchanged since we became regulated by CQC.

Building Project

During the year agreement was reached with Crest Nicholson for them to donate land at the Highland Park development for a new build site for The Chiltern Centre. Consequently action is currently underway for our existing site to be included in the Henley and Harpsden Neighbourhood Plan as a site for housing development.

The progression of plans for this strategic move have been impeded by the Covid pandemic restrictions but the need for it will increase in 2021 as demand grows for the Centre's services.

Meanwhile funding is being finalised for the new Garden project.

THE CHILTERN CENTRE LIMITED

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2020

Fundraising

2020 was a year like no other for fundraising which was severely impacted by the impact of the Covid pandemic. The majority of face to face events had to be cancelled and a focus was placed on fundraising virtually.

Despite the difficult circumstances 2020 was more successful than expected thanks to the support of a number of grant and trust making bodies and the incredible generosity of the local community who continue to overwhelm us with their support.

We took advantage of the summer's respite from Covid to run a socially distanced ladies lunch picnic and golf days at Badgemore Golf Club and Henley Golf Club.

The trustees wish to express their appreciation of the creativity and hard work of the part-time fundraising team, Jane Ainslie, Harriet Barcella and Emma Lerche-Thomsen.

In such an exceptional year we are incredibly grateful to the the continued, consistent and generous support from our local community, schools and businesses. At a time when it has been difficult to plan your support has helped more than ever in securing our long term ability to provide our much needed care to disabled young people.

Patrons

We were very sad to report the unexpected death of Jane Wates OBE on August 1st 2020. Jane was an outstanding Patron for the Centre for most of its existence and all of us mourn her loss. We are immensely grateful for her generous bequest to the Centre in her will.

All of our Patrons have given outstanding support to the Centre during 2020 as we strove to meet the challenges which the Covid pandemic presented.

Trustees

Apart from the resignation of Simon Warren early in the year, The Board of Trustees remained unchanged in 2020. Because of the lockdown restrictions caused by the Covid pandemic, the Board conducted the majority of its meetings by Zoom.

Advisors

Lisa Drage continues as Parental Advisor to the Board.

A new *pro bono* legal advisor is still being sought in succession to Richard Money-Kyle.

Richard Reed continues as Media Advisor to the Board and to the Fundraising Committee.

THE CHILTERN CENTRE LIMITED

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2020

Financial Review

Throughout most of 2020 our financial administrator Karen Holland was on maternity leave and Liza Foster worked as her maternity cover. For a large part of this time the Centre was closed due to Covid-19 and Liza was working remotely, with Karen continuing to deal with payroll, including claims under the Government Furlough Scheme. Fortunately this was made possible by the timely move to the online version of our accounting system and the accounts and Management information continued to be produced accurately and on time.

As the Centre was closed completely from mid March until mid July with a gradual opening from late July this had a drastic effect on the income from charitable services. There was a reduction from £472k in 2019 to £286k in 2020 – a drop of £186k or almost 40%. Fortunately we were able to reclaim large part of our care staff costs and part of our admin staff costs under the furlough scheme and there were savings on some overheads such as building maintenance, travel and outings. The expenditure on charitable service provision reduced from £625k in 2019 to £505k in 2020– a saving of £120k or just over 19%. The revenue from donations in 2020 was badly hit by the effects of the Covid pandemic with fundraising restricted to online activities. However the income from Grants increased significantly largely due to various Covid related donations, eg £10k lottery grant, and about £62k in Furlough payments. The increase in grants was sufficient to result in an increase in overall funds raised of almost £13k compared to 2019; taken together with a saving in fundraising costs of £10k this mitigated the increased deficit from charitable activities of £66k by £23k.

This meant that despite the ravages of Covid 19 the deficit in 2020 was restricted to £59k (compared to £15k in 2019). The results could have been much worse and is a credit to the efforts of the fundraising staff and the Centre manager who worked hard to maintain fundraising and staff morale.

The re-opening of the Centre from July was a gradual process. Covid prevention measures had to be in place and arrangements for clients and staff to be in 'bubbles' meant a higher than previously staff:client ratio – meaning yet further costs in addition to the cost of equipment. Regular testing of staff and clients enabled the Centre to remain open despite some positive test results in January 2021. The demand for our services has increased since the pandemic and we are gradually increasing the occupancy levels as circumstances allow.

Some of the surplus funds set aside by the Trustees as a building fund have had to cover the Covid deficit but the higher demand for our services means the Trustees are still intent on ensuring the long term survival of the Centre and are pursuing the possibility of a move to purpose built accommodation with increased capacity.

The proportion of income from invoiced services in 2020 was 54% (67% in 2019). This is because the fall in revenue from services was greater than the fall in donations and grants. The income from invoiced services should increase in 2021 as long as the Centre is able to remain open and operate at normal capacity.

The Charity deposits funds in an interest bearing account with CAF Bank but the continuing low interest rates resulted in only £377 interest in 2020.

Reserves Policy

The Charity has seen the irregular nature of voluntary income over the years and recognises the need to maintain continuity of care without threat of closure. The Reserves Policy was designed to deal with both the irregularity of voluntary income and the risks as originally assessed in our business continuity plan. We also recognised the national shortage of care staff and nurses and the need to be able to attract suitable staff with commensurate salaries. The Charity therefore aimed to maintain working capital in the form of cash sufficient to cover at least six months running costs. This was monitored on a monthly basis and reported to Trustees at each bi-monthly meeting. This prudent management of finances has enabled the Centre to survive the pandemic so far, and should continue to do so.

THE CHILTERN CENTRE LIMITED
TRUSTEES ANNUAL REPORT
YEAR ENDED 31 DECEMBER 2020

Future Plans

Plans that were set in 2019 have been impacted by the Centre's closure from March to July 2020 as a result of the Covid 19 pandemic. Current priorities now are:

1. To serve as many service users as possible whilst ensuring their safety and that of our staff in a covid - safe assured environment.
2. To ensure the financial integrity of the Centre for the foreseeable future.
3. To conduct a strategic review of fundraising in response to the pandemic.
4. To include the Chiltern Centre as a site for housing development in the revision of The Henley and Harpsden Neighbourhood Plan with a view to relocating to Highland Park.

Thanks

The Trustees would like to thank the many national organisations who support us, as well as many organisations and individuals in the local community who do so. Thanks are also due to our Members and the growing ranks of Friends as well as the Henley Standard and Henley Herald for their ongoing coverage and support; to South Oxfordshire District Council for their grants; to the parents and carers of the children and young persons who use our services. We are very grateful to our Patrons, our dedicated staff, and to our Fundraising Team for their unstinting efforts on behalf of the Chiltern Centre.

THE CHILTERN CENTRE LIMITED

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2020

RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also the directors of the Chiltern Centre Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which 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 the 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 then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records that 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. The trustees 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.

In so far as the trustees are aware:


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

AUDITOR

TC Group are deemed to be re-appointed under section 487(2) of the Companies Act 2006.

Registered office:
Greys Road
Henley on Thames
Oxfordshire
RG9 1QR

Signed by order of the trustees



.....
David Haddock
Charity Secretary and Trustee
Dated 30 June 2021

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE
CHILTERN CENTRE LIMITED**

OPINION

We have audited the financial statements of The Chiltern Centre Limited (the 'charitable company') for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes numbered 1 to 18. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

BASIS FOR OPINION

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

CONCLUSIONS RELATING TO GOING CONCERN

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

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

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

OTHER INFORMATION

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

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

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE
CHILTERN CENTRE LIMITED (continued)**

We have nothing to report in this regard.

OPINIONS ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

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

- the information given in the Trustees' Annual Report, which includes the Directors' Report prepared for the purposes of company law, is consistent with the financial statements; and
- the Directors' Report included within the Trustees' Annual Report has been prepared in accordance with applicable legal requirements.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of our audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

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

RESPONSIBILITIES OF TRUSTEES

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

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

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE
CHILTERN CENTRE LIMITED (continued)**

EXTENT TO WHICH THE AUDIT WAS CONSIDERED CAPABLE OF DETECTING IRREGULARITIES, INCLUDING FRAUD

The objectives of our audit, in respect of fraud, are: to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses; and to respond appropriately to fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and its management.

Our approach was as follows:

- We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general sector experience, and through discussion with the trustees and other management (as required by auditing standards), and discussed with the trustees and other management the policies and procedures regarding compliance with laws and regulations (see below);
- We identified the following areas as those most likely to have such an effect: health and safety; General Data Protection regulation (GDPR); fraud, bribery and corruption; Care Quality Commission (CQC), and employment law. Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the trustees and other management and inspection of regulatory and legal correspondence, if any.
- We considered the legal and regulatory frameworks directly applicable to the financial statements reporting framework (FRS 102, the Companies Act 2006 and the Charities Act 2011) and the relevant tax compliance regulations in the UK;
- We considered the nature of the charitable company's operations, the control environment and financial performance;
- We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit;
- We considered the procedures and controls that the charitable company has established to address risks identified, or that otherwise prevent, deter and detect fraud; and how senior management monitors those programmes and controls.

Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Where the risk was considered to be higher, we performed audit procedures to address each identified fraud risk. These procedures included testing manual journals; reviewing the financial statement disclosures and testing to supporting documentation; performing analytical procedures; and enquiring of management, and were designed to provide reasonable assurance that the financial statements were free from fraud or error.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE
CHILTERN CENTRE LIMITED (continued)**

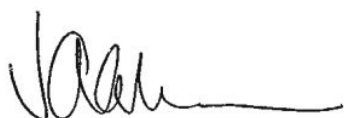
A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

OTHER MATTERS

The financial statements for the year ended 31 December 2019 were not audited, corresponding figures are therefore unaudited.

USE OF OUR REPORT

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



Jonathan Aikens ACA DChA (Senior Statutory Auditor)

For and on behalf of TC Group

Statutory Auditor
Office: Farnham

Date: 9 July 2021

TC Group is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

THE CHILTERN CENTRE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE
INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 DECEMBER 2020

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
INCOME AND ENDOWMENTS					
FROM:					
Donations and legacies	2	143,248	72,123	215,371	174,466
Charitable activities	3	285,808	-	285,808	471,819
Other trading activities	4	22,096	-	22,096	50,150
Investments	5	377	-	377	974
TOTAL		<u>451,529</u>	<u>72,123</u>	<u>523,652</u>	<u>697,409</u>
EXPENDITURE ON:					
Raising funds	6	(77,663)	-	(77,663)	(87,655)
Charitable activities	7-9	(420,492)	(84,493)	(504,985)	(624,819)
TOTAL		<u>(498,155)</u>	<u>(84,493)</u>	<u>(582,648)</u>	<u>(712,474)</u>
NET EXPENDITURE/NET MOVEMENT IN FUNDS					
		<u>(46,626)</u>	<u>(12,370)</u>	<u>(58,996)</u>	<u>(15,065)</u>
RECONCILIATION OF FUNDS 15-16					
Total funds brought forward		619,456	345,959	965,415	980,480
TOTAL FUNDS CARRIED FORWARD		<u>572,830</u>	<u>333,589</u>	<u>906,419</u>	<u>965,415</u>
NOTE:					
Total income		451,529	72,123	523,652	697,409
Total expenditure		(498,155)	(84,493)	(582,648)	(712,474)
NET (OUTGOING) RESOURCES		<u>(46,626)</u>	<u>(12,370)</u>	<u>(58,996)</u>	<u>(15,065)</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 17 to 25 form part of these financial statements.

THE CHILTERN CENTRE LIMITED

BALANCE SHEET

31 DECEMBER 2020

	Note	2020 £	2019 £
FIXED ASSETS			
Tangible assets	12	401,429	412,162
CURRENT ASSETS			
Debtors	13	118,230	133,765
Cash at bank		422,762	445,092
		<u>540,992</u>	<u>578,857</u>
CREDITORS: Amounts falling due within one year	14	(36,002)	(25,604)
		<u>504,990</u>	<u>553,253</u>
NET CURRENT ASSETS		504,990	553,253
		<u>906,419</u>	<u>965,415</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		906,419	965,415
CREDITORS: Amounts falling due after more than one year		<u>-</u>	<u>-</u>
NET ASSETS		<u>906,419</u>	<u>965,415</u>
FUNDS			
Restricted income funds	15	333,589	345,959
Unrestricted income funds	15	572,830	619,456
TOTAL FUNDS		<u>906,419</u>	<u>965,415</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the members of the committee on the 30 June 2021 and are signed on their behalf by:



.....
 Mr P M Barrett
 Chairman
 Company Registration Number: 04843950

The notes on pages 17 to 25 form part of these financial statements.

THE CHILTERN CENTRE LIMITED

CASH FLOW STATEMENT

FOR THE YEAR ENDED 31 DECEMBER 2020

	Note	2020 £	2019 £
Cash flows from operating activities			
Cash generated from operations	17	8,800	743
Investing activities			
Purchase of tangible fixed assets	12	(31,507)	(7,646)
Investment income		377	674
Net cash (used in) investing activities		<u>(22,330)</u>	<u>(6,229)</u>
Net (decrease) in cash and cash equivalents		(22,330)	(6,229)
Cash and cash equivalents at the beginning of the year		445,092	451,321
Cash and cash equivalents at the end of the year		<u>422,762</u>	<u>445,092</u>

The notes on pages 17 to 25 form part of these financial statements.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES

Company information

The Chiltern Centre Limited is a charitable company limited by guarantee incorporated in England and Wales. In the event of winding up, each member may be required to contribute an amount, not exceeding £10, towards the settlement of the company's liabilities. The registered office is Greys Road, Henley-on-Thames, Oxfordshire, RG9 1QR.

a. Basis of accounting

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

The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charitable company and rounded to the nearest £.

The Chiltern Centre 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 impact of covid 19 was to close the Centre operations from March 2020 until mid July 2020. Care staff were furloughed in line with Government guidelines. From mid July there was a gradual restricted opening, first for daycare then for a limited amount of overnight care. Many adaptations were made to comply with guidance to control spread of the virus, deep cleaning measures, use of PPE etc. Thanks to the furlough scheme and some use of reserves the financial position is such that the Trustees consider the charity to still be a going concern. There are sufficient funds to fund the service well into 2021 with the aim of increasing revenue from clients when possible and maintaining and hopefully increasing fundraising going forward.

b. Fund accounting

- General funds are unrestricted funds, which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

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

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES (continued)

c. Income

All income is included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Income from donations and legacies received by way of donations, grants and fundraising events and is included in full in the Statement of Financial Activities. Income received for services provided is recognised on a receivable basis. Grants are included in incoming resources when the charity is entitled to the income, it is probable the income will be recovered and when the income can be measured reliably.
- Gift aid reclaimable on donations to the charity is included with the amount received.
- Donated services and facilities are included at the value to the charity where this can be quantified.
- Investment income is included when receivable.
- Income resources from charitable activities are accounted for when earned.

d. Expenditure

All expenditure is accounted for on an accruals basis as a liability is incurred. Expenditure includes VAT, which cannot be recovered, and is reported as part of the expenditure to which it relates.

- Expenditure on raising funds comprise the cost associated with attracting donations and legacy income.
- 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. Also included within charitable expenditure are governance costs which include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and salary costs associated with the audit and statutory registration requirements. Salary costs are allocated by taking a percentage of the managerial and administration support salaries.
- All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

e. Tangible fixed assets and depreciation

Fixed assets are recorded at cost less accumulated depreciation. The costs of minor additions are not capitalised.

Depreciation is provided on office, play and general equipment at a rate to write off the value fully over three years on a straight line basis.

Depreciation is provided on vehicles at a rate to write off the value fully over four years on a straight line basis.

Depreciation is provided on the freehold building to write off the value over 15 years. Land is not depreciated.

The carrying values of tangible fixed assets are reviewed for impairment periodically if events or changes in circumstances indicate the carrying values may not be recoverable.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES (continued)

f. Pension scheme

The Charity operates a pension scheme into which the employees may contribute. The Company also contributes into this scheme.

g. Deferred income

Deferred income represents income received from grants in the current period in respect of the activities of future years to ensure the grants are utilised in accordance with their conditions.

h. Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK tax purposes.

i. Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks and other short-term liquid investments with original maturities of three months or less.

j. Financial instruments

The charitable company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charitable company's balance sheet when the charitable company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

2. DONATIONS AND LEGACIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Grants	84,248	46,423	130,671	26,910
Donations	59,000	25,700	84,700	147,556
	<u>143,248</u>	<u>72,123</u>	<u>215,371</u>	<u>174,466</u>

All grants were utilised in accordance with their conditions and where appropriate part of the grants were deferred to next year.

Income from donations and legacies was £215,371 (2019 - £174,466) of which £143,248 (2019 - £122,758) was attributable to unrestricted and £72,123 (2019 - £51,708) was attributable to restricted funds.

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Income from services provided	285,808	-	285,808	471,819
	<u>285,808</u>	<u>-</u>	<u>285,808</u>	<u>471,819</u>

Income from charitable activities was £285,808 (2019 - £471,819) of which £285,808 (2019 - £471,819) was attributable to unrestricted funds.

4. INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Fundraising events	22,096	-	22,096	50,150
	<u>22,096</u>	<u>-</u>	<u>22,096</u>	<u>50,150</u>

Income from other trading activities was £22,096 (2019 - £50,150) of which £22,096 (2019 - £50,150) was attributable to unrestricted funds.

5. INVESTMENT INCOME

	Unrestricted funds Total Funds 2020 £	Unrestricted funds Total Funds 2019 £
Bank interest receivable	377	674
Rental income	-	300
	<u>377</u>	<u>974</u>

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

6. EXPENDITURE ON RAISING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Fundraising costs				
Staff costs	63,917	-	63,917	62,511
Other costs	13,746	-	13,746	25,144
	<u>77,663</u>	<u>-</u>	<u>77,663</u>	<u>87,655</u>

Expenditure on raising funds was £77,663 (2019 - £87,655) of which £77,663 (2019 - £87,655) was attributable to unrestricted funds.

7. EXPENDITURE ON CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Care and welfare				
Staff costs	200,943	51,700	252,643	291,183
Catering	7,526	-	7,526	12,600
Play equipment	(734)	1,079	345	1,342
Outings	5,986	935	6,921	15,918
Management and administration costs (note 8)	176,405	30,779	207,184	270,042
Governance costs (note 9)	30,366	-	30,366	33,734
	<u>420,492</u>	<u>84,493</u>	<u>504,985</u>	<u>624,819</u>

Expenditure on charitable activities was £504,985 (2019 - £624,819) of which £420,492 (2019 - £537,280) was attributable to unrestricted funds and £84,493 (2019 - £87,539) was attributable to restricted funds.

8. MANAGEMENT AND ADMINISTRATION COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Staff costs	87,473	-	87,473	106,235
Property costs	12,989	-	12,989	62,132
Servicing & maintenance costs	14,122	-	14,122	15,869
General administrative expenses	48,451	-	48,451	44,169
Professional & registration fees	1,909	-	1,909	3,328
Interest	-	-	-	145
Depreciation	11,461	30,779	42,240	38,164
	<u>176,405</u>	<u>30,779</u>	<u>207,184</u>	<u>270,042</u>

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

9. GOVERNANCE COSTS

	Unrestricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Staff costs	26,076	26,076	31,919
Auditor's remuneration	4,136	4,136	-
Independent examination fees	-	-	1,532
Bank charges	154	154	283
	<u>30,366</u>	<u>30,366</u>	<u>33,734</u>

10. NET (OUTGOING) RESOURCES FOR THE YEAR

This is stated after charging:

	2020 £	2019 £
Depreciation	42,240	38,164
Independent examination fee	-	1,532
Auditors' remuneration: - audit of the financial statements	<u>4,136</u>	<u>-</u>

11. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2020 £	2019 £
Contracted employees:		
Wages and salaries	327,598	364,650
Employers national insurance	24,630	20,942
Pension	11,029	11,490
	<u>363,257</u>	<u>397,082</u>
Other staff related costs:		
Recruitment	21,011	19,969
Training	19,492	20,637
Clinical nurse	588	12,305
Agency staff	25,761	42,001
	<u>66,852</u>	<u>94,912</u>
Total staff costs	<u>430,109</u>	<u>491,994</u>

Particulars of employees:

The average number of employees during the year was as follows:

	2020 No	2019 No
Care staff	10	9
Management	1	2
Administration	3	2
Fundraising	1	2
	<u>15</u>	<u>15</u>

THE CHILTERN CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

11. STAFF COSTS AND EMOLUMENTS (Continued)

No employee received remuneration of more than £60,000 during the year (2019 – nil).

No trustee received any remuneration or expense reimbursements during the year (2019 - nil).

Key management personnel consist of the Centre Manager, Service Administrator and Finance Administrator. Total remuneration of key management personnel (including Employer's National Insurance Contributions and Employer's Pension contributions) was £90,586 (2019: £90,586).

12. TANGIBLE FIXED ASSETS

	Freehold land & building £	Office equipment £	Play & other equipment £	Vehicle £	Total £
COST					
At 1 January 2020	688,156	33,542	38,536	26,295	786,529
Additions	-	9,900	3,557	18,050	31,507
At 31 December 2020	688,156	43,442	42,093	44,345	818,036
DEPRECIATION					
At 1 January 2020	288,547	31,164	28,361	26,295	374,367
Charge for the year	30,779	3,341	6,315	1,805	42,240
At 31 December 2020	319,326	34,505	34,676	28,100	416,607
NET BOOK VALUE					
At 31 December 2020	368,830	8,937	7,417	16,245	401,429
At 31 December 2019	399,609	2,378	10,175	-	412,162

Included in the value of Freehold land and buildings is a total cost of £242,377 relating to land which is not depreciated.

13. DEBTORS

	2020 £	2019 £
Trade debtors	100,647	118,342
Gift Aid claims	3,978	4,429
Prepayments	13,605	10,994
	118,230	133,765

14. CREDITORS: Amounts falling due within one year

	2020 £	2019 £
Trade creditors	14,857	10,533
Taxation and social security	8,084	6,879
Accruals and deferred income	13,061	8,192
	36,002	25,604

Deferred income of £8,202 (2019 - £995) represents the unrecognised portions of grants received for specific contractual services to be provided in forthcoming periods.

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

15. ANALYSIS OF CHARITABLE FUNDS

ANALYSIS OF MOVEMENT IN UNRESTRICTED INCOME FUNDS

	Balance at 1 Jan 2020 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Dec 2020 £
General Funds	<u>619,456</u>	<u>451,529</u>	<u>(498,155)</u>	<u>-</u>	<u>572,830</u>

ANALYSIS OF MOVEMENT IN UNRESTRICTED INCOME FUNDS – previous year

	Balance at 1 Jan 2019 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Dec 2019 £
General Funds	<u>582,690</u>	<u>661,701</u>	<u>(624,935)</u>	<u>-</u>	<u>619,456</u>

ANALYSIS OF MOVEMENT IN RESTRICTED INCOME FUNDS

	Balance at 1 Jan 2020 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Dec 2020 £
Specific service provision fund	58,565	65,190	(52,635)	-	71,120
Equipment fund	1,959	6,933	(1,079)	-	7,813
Building fund	285,435	-	(30,779)	-	254,656
	<u>345,959</u>	<u>72,123</u>	<u>(84,493)</u>	<u>-</u>	<u>333,589</u>

Specific Service Provision Fund

This represents grants and donations made to the company in respect of the provision of specific services. These are released to revenue in accordance with the supply of those services.

Equipment Fund

Certain donations were made with the proviso that they should be used for the purchase of specific equipment.

Building Fund

This represents the donations and mortgage which secured the purchase of the company's premises in February 2006 together with funds for ongoing building costs, plus the net book value of the extension to the premises in 2012.

ANALYSIS OF MOVEMENT IN RESTRICTED INCOME FUNDS –previous year

	Balance at 1 Jan 2019 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Dec 2019 £
Specific service provision fund	78,035	22,724	(42,194)	-	58,565
Equipment fund	3,541	12,984	(14,566)	-	1,959
Building fund	316,214	-	(30,779)	-	285,435
	<u>397,790</u>	<u>35,708</u>	<u>(87,539)</u>	<u>-</u>	<u>345,959</u>

THE CHILTERN CENTRE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted income funds £	Restricted income funds £	Total £
Tangible fixed assets	146,773	254,656	401,429
Cash at bank and in hand	343,829	78,933	422,762
Current assets	118,230	-	118,230
Current liabilities	(36,002)	-	(36,002)
Total Funds	<u>572,830</u>	<u>333,589</u>	<u>906,419</u>

ANALYSIS OF NET ASSETS BETWEEN FUNDS – previous year

	Unrestricted income funds £	Restricted income funds £	Total £
Tangible fixed assets	126,727	285,435	412,162
Cash at bank and in hand	384,568	60,524	445,092
Current assets	133,765	-	133,765
Current liabilities	(25,604)	-	(25,604)
Total Funds	<u>619,456</u>	<u>345,959</u>	<u>965,415</u>

17. RECONCILIATION OF CASH GENERATED FROM OPERATIONS

	2020 £	2019 £
(Deficit)/Surplus for the year	(58,996)	(15,065)
Adjustments for:		
Investment income	(377)	(674)
Depreciation of tangible fixed assets	42,240	38,164
Movements in working capital:		
Decrease in debtors	15,535	22,824
Increase/(decrease) in creditors	3,191	(37,946)
Increase/(decrease) in deferred income	7,207	(6,560)
Cash generated from operations	<u>8,800</u>	<u>743</u>

18. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year (2019 – none).