

**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,  
Steyping,  
West Sussex,  
BN44 3TN

**THE CHILTERN CENTRE LIMITED**

**YEAR ENDED 31 DECEMBER 2021**

<b>CONTENTS</b>	<b>PAGE</b>
Trustees' Annual Report	<b>1 - 9</b>
Independent auditor's report to the members	<b>10 - 13</b>
Statement of financial activities (incorporating the Income and Expenditure account)	<b>14</b>
Balance Sheet	<b>15</b>
Statement of cash flows	<b>16</b>
Notes to the financial statements	<b>17 - 26</b>

**THE CHILTERN CENTRE LIMITED**

**TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 DECEMBER 2021**

**REFERENCE AND ADMINISTRATIVE DETAILS**

<b>Registered Charity Name</b>	The Chiltern Centre Limited
<b>Charity Registration Number</b>	1101218
<b>Company Registration Number</b>	04843950 (England and Wales)
<b>Registered Office</b>	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 Luckett (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  
Steyping  
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

YEAR ENDED 31 DECEMBER 2021

### 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'Espirite, 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 Usborne, 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**

**YEAR ENDED 31 DECEMBER 2021**

**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](http://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 £
<b>INCOME AND ENDOWMENTS</b>						
<b>FROM:</b>						
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
<b>TOTAL</b>		<b>664,877</b>	<b>-</b>	<b>97,489</b>	<b>762,366</b>	<b>523,652</b>
<b>EXPENDITURE ON:</b>						
Raising funds	6	67,135	-	-	67,135	77,663
Charitable activities	7	533,038	-	100,809	633,847	504,985
<b>TOTAL</b>		<b>600,173</b>	<b>-</b>	<b>100,809</b>	<b>700,982</b>	<b>582,648</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>64,704</b>	<b>-</b>	<b>(3,320)</b>	<b>61,384</b>	<b>(58,996)</b>
Transfers between funds	15	(264,300)	300,000	(35,700)	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>(199,596)</b>	<b>300,000</b>	<b>(39,020)</b>	<b>61,384</b>	<b>(58,996)</b>
<b>RECONCILIATION OF FUNDS 15-16</b>						
Total funds brought forward		572,830	-	333,589	906,419	965,415
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>373,234</b>	<b>300,000</b>	<b>294,569</b>	<b>967,803</b>	<b>906,419</b>

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 £
<b>FIXED ASSETS</b>			
Tangible assets	12	389,220	401,429
<b>CURRENT ASSETS</b>			
Debtors	13	168,897	118,230
Cash at bank		458,407	422,762
		<u>627,304</u>	<u>540,992</u>
<b>CREDITORS: Amounts falling due within one year</b>	14	<u>(48,721)</u>	<u>(36,002)</u>
<b>NET CURRENT ASSETS</b>		578,583	504,990
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>967,803</u>	<u>906,419</u>
<b>NET ASSETS</b>		<u>967,803</u>	<u>906,419</u>
<b>FUNDS</b>			
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
<b>TOTAL FUNDS</b>		<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 6<sup>th</sup> 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 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	17	71,367	8,800
<b>Investing activities</b>			
Purchase of tangible fixed assets	12	(35,768)	(31,507)
Investment income		46	377
<b>Net cash (used in) investing activities</b>		<u>(35,722)</u>	<u>(31,130)</u>
<b>Net Increase / (decrease) in cash and cash equivalents</b>		35,645	(22,330)
Cash and cash equivalents at the beginning of the year		422,762	445,092
<b>Cash and cash equivalents at the end of the year</b>		<u><u>458,407</u></u>	<u><u>422,762</u></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**

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

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**

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

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**

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

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**

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

**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 £
<b>Fundraising costs</b>				
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 £
<b>Care and welfare</b>				
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 £
<b>Contracted employees:</b>		
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>
<b>Other staff related costs:</b>		
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>
<b>Total staff costs</b>	<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 £
<b>COST</b>					
At 1 January 2021	688,156	43,442	42,093	44,345	818,036
Additions	-	-	-	35,768	35,768
<b>At 31 December 2021</b>	<b>688,156</b>	<b>43,442</b>	<b>42,093</b>	<b>80,113</b>	<b>853,804</b>
<b>DEPRECIATION</b>					
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
<b>At 31 December 2021</b>	<b>348,890</b>	<b>38,015</b>	<b>40,008</b>	<b>37,671</b>	<b>464,584</b>
<b>NET BOOK VALUE</b>					
<b>At 31 December 2021</b>	<b>339,266</b>	<b>5,427</b>	<b>2,085</b>	<b>42,442</b>	<b>389,220</b>
At 31 December 2020	368,830	8,937	7,417	16,245	401,429

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
	<b>168,897</b>	<b>118,230</b>

**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
<b>Cash generated from operations</b>	<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.