

ADULTS SUPPORTING ADULTS (ASA LINCS)

England & Wales · Charity number 1103725

Details

Other names ADULTS SUPPORTING ADULTS

Status Registered

Legal form Charitable company

Company number [05045034](#)

Registered 2004-05-12

Register [View on the Charity Commission register](#)

Contact

Address Kesteven Business Centre
Kesteven Street
Sleaford
Lincolnshire
NG34 7DT

Phone 01529416270

Email enquiries@asaorg.co.uk

Website www.asaorg.co.uk

Activities

Objects: (1) TO RELIEVE THE NEEDS OF ADULT PEOPLE IN LINCOLNSHIRE AND NEIGHBOURING COUNTIES WHO ARE VULNERABLE AS A RESULT OF DISABILITY OR MENTAL HEALTH DIFFICULTIES AND TO PROVIDE FOR THEM AS APPROPRIATE TO ACHIEVE AS MUCH INDEPENDENCE AS IS POSSIBLE. (2) TO EDUCATE THE POPULATION OF LINCOLNSHIRE AND NEIGHBOURING COUNTIES AS A WHOLE OF THE NEEDS OF VULNERABLE ADULTS.

Activities: SUPPORT THE NEEDS OF ADULTS WHO ARE VUNERABLE AS A RESULT OF DISABILITY, AGE OR LIVED EXPERIENCE OF MENTAL HEALTH AND TO PROVIDE FOR THEM TO ACHIEVE AN INDEPENDENT AND SOCIALLY INCLUSIVE LIFESTYLE.

Classification

- **How:** Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives, Other Charitable Purposes
- **Who:** Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- **Area of benefit:** LINCOLNSHIRE AND NEIGHBOURING COUNTIES
- East Riding Of Yorkshire
- Lincolnshire
- Norfolk
- North East Lincolnshire
- Nottinghamshire
- Peterborough City
- Rutland

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£1,163,442	£1,133,954	£420,795	79
2024-03-31	£999,516	£978,929	£371,195	33
2023-03-31	£928,956	£908,949	£350,608	31
2022-03-31	£901,491	£874,991	£330,601	69
2021-03-31	£879,175	£925,363	£304,101	33

Trustees

Name	Role	Appointed
KEITH PHILLIPS	Chair	
Elizabeth Wheelwright		2023-06-26
HOWARD SANDERS		
NIALL ARMSTRONG		
NIGEL HORNER		
Olivia Armstrong		2018-09-10

ADULTS SUPPORTING ADULTS (ASA LINCS)

England & Wales - Charity number 1103725

Accounts

Company registration number: 05045034

Charity registration number: 1103725

Adults Supporting Adults (ASA Shared Lives)

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2025

Forrester Boyd Robson Limited
Waynflete House
139 Eastgate
Louth
Lincolnshire
LN11 9QQ

Adults Supporting Adults (ASA Shared Lives)

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Adults Supporting Adults (ASA Shared Lives)

Reference and Administrative Details

Trustees	H J Sanders N J L Horner N Armstrong E Wheelwright K Phillips O Armstrong
Charity Registration Number	1103725
Company Registration Number	05045034
Registered Office	18 Northgate Sleaford Lincolnshire NG34 7BJ
Auditor	Forrester Boyd Robson Limited Waynflete House 139 Eastgate Louth Lincolnshire LN11 9QQ
Bankers	Handelsbanken Lincoln 1st Floor 5 Henley Way Doddington Road Lincoln LN6 3QR

Adults Supporting Adults (ASA Shared Lives)

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements and auditors' report of the charitable company for the year ended 31 March 2025.

Objectives and activities

Objects and aims

The objectives of the Company are to support the needs of adults in Lincolnshire and other counties who are vulnerable as a result of disability, mental health difficulties or age, and to provide for them as appropriate to achieve an independent and socially inclusive lifestyle as possible.

At present, ASA achieves its aims and objectives by providing the following services, which are provided to individual people based on a person centred plan which keeps the focus on positive outcomes for the client:

- Day time provision
- Sit2Gether
- Shop2Gether voluntary services
- Brokerage services (a resource supporting the administration of personal budgets in partnership with Penderels Trust on behalf of Lincolnshire County Council, managed funds do not form part of these accounts)

ASA's primary contract is with Lincolnshire County Council together with supporting clients in receipts of personal budgets and direct payments.

The further growth of Day Time Provision is likely to be the main focus of expected developments during the forthcoming year.

Public benefit

To benefit the public by providing information of the needs of vulnerable adults

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Structure, governance and management

Nature of governing document

The organisation is a charitable company limited by guarantee, incorporated on 16 February 2004 and registered as a charity on 12 May 2004. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £10.

Induction and training of trustees

Potential trustees are already familiar with the practical work of the charity having met with both the Chief Executive and Chair and attended a Trustees meeting as a guest.

Additionally, potential trustees are invited to attend operational visits / staff shadowing and receive the following documents and information:

- Induction pack including a history of the organisation and summary of services and structure
- Board member profiles
- Strategy documents and business plan
- Governance handbook
- List of policies and procedures

Existing trustees meet staff regularly and attend a minimum of one training away day per year.

Arrangements for setting key management personnel remuneration

All personal remuneration is discussed by the HR committee and a decision regarding any remuneration proposals are put to the board for authorisation.

Adults Supporting Adults (ASA Shared Lives)

Trustees' Report

Organisational structure

- 1) Non-executive Board of Directors
- 2) Managing Director
- 3) Operations Manager

The Operations Manager is in charge of the Area Supervisors who manage geographical areas of Lincolnshire.

Funds held as custodian trustee on behalf of others

Adults Supporting Adults manage Lincolnshire County Council funds which are not part of these accounts.

Statement of trustees' responsibilities

The trustees (who are also the directors of Adults Supporting Adults (ASA Shared Lives) for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

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

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

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

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

Disclosure of information to auditor

Each trustee has taken steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information. The trustees confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

The annual report was approved by the trustees of the charity on 29 September 2025 and signed on its behalf by:

Signed by:

.....756FGA77160G4C7.....
K Phillips
Trustee

Adults Supporting Adults (ASA Shared Lives)

Strategic Report for the Year Ended 31 March 2025

The trustees, who are directors for the purposes of company law, present their strategic report for the year ended 31 March 2025, in compliance with s414C of the Companies Act 2006.

Financial review

Policy on reserves

It is the policy of ASA that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The directors consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue ASA's current activities whilst consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year

Principal funding sources

ASA's principal funding sources are direct payments funded by Lincolnshire County Council, Lincolnshire Partnership Foundation NHS Trust and NHS together with funds received direct from clients.

Investment policy and objectives

ASA directors and senior management team will exercise a general duty of care when carrying out investment activities. They will consider the suitability for their charity of any investment. They will consider the need for diversification to reduce the risk of losses resulting from concentrating on particular investment, or type of investment.

Investments will be reviewed at least on an annual basis, or at such time that an investment term is complete, if sooner.

To reduce risks the directors and senior management team will consider the following when investing surplus funds:

- to invest in markets where financial services are closely regulated, and compensation schemes are in place
- to have suitably diversified investment portfolio; and
- to be particularly wary of making speculative forms of investment.

The strategic report was approved by the trustees of the charity on 29 September 2025 and signed on its behalf by:

Signed by:

.....756FCA77460CAC7.....
K Phillips
Trustee

Adults Supporting Adults (ASA Shared Lives)

Independent Auditor's Report to the Members of Adults Supporting Adults (ASA Shared Lives)

Opinion

We have audited the financial statements of Adults Supporting Adults (ASA Shared Lives) (the 'charity') for the year ended 31 March 2025, which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows, and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2025 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 responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were 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 trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. 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.

Adults Supporting Adults (ASA Shared Lives)

Independent Auditor's Report to the Members of Adults Supporting Adults (ASA Shared Lives)

Opinion on other matter 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 Strategic Report and Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Strategic Report and Trustees' Report have 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 charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Strategic Report and the Trustees' 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 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.

Responsibilities of trustees

As explained more fully in the Statement of trustees' responsibilities (set out on page 3), the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor responsibilities for the audit of the financial statements

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

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- Discussions with management, including consideration of known or suspected instances of non-compliance held.
- Challenging assumptions and judgements made within significant accounting estimates and judgements such as depreciation and payroll accruals.
- Testing of income, bank, purchases and payroll, systems and controls and providing conclusions on the regularity of samples chosen.
- Identification of key laws and regulations central to the operations and review of compliance with such laws and correspondence with solicitors to identify any on-going litigation.
- Testing of journal entries and potential override of systems.

Adults Supporting Adults (ASA Shared Lives)

Independent Auditor's Report to the Members of Adults Supporting Adults (ASA Shared Lives)

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statement or non-compliance with regulations. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment forgery, collusion, omission or misrepresentation.

Use of our report

This report is made solely to the charitable company's trustees, 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 charity's trustees 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 its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

DocuSigned by:

.....6F058BDA3524485.....

Adam Millson (Senior Statutory Auditor)

For and on behalf of Forrester Boyd Robson Limited, Statutory Auditor

Waynflete House
139 Eastgate
Louth
Lincolnshire
LN11 9QQ

6 October 2025

Adults Supporting Adults (ASA Shared Lives)

Statement of Financial Activities for the Year Ended 31 March 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Total 2025 £	Total 2024 £
Income and Endowments from:				
Charitable activities	3	1,163,442	1,163,442	991,862
Investment income	4	<u>20,112</u>	<u>20,112</u>	<u>7,654</u>
Total income		<u>1,183,554</u>	<u>1,183,554</u>	<u>999,516</u>
Expenditure on:				
Charitable activities	5	<u>(1,133,954)</u>	<u>(1,133,954)</u>	<u>(978,929)</u>
Total expenditure		<u>(1,133,954)</u>	<u>(1,133,954)</u>	<u>(978,929)</u>
Net income		<u>49,600</u>	<u>49,600</u>	<u>20,587</u>
Net movement in funds		49,600	49,600	20,587
Reconciliation of funds				
Total funds brought forward		<u>371,195</u>	<u>371,195</u>	<u>350,608</u>
Total funds carried forward	16	<u><u>420,795</u></u>	<u><u>420,795</u></u>	<u><u>371,195</u></u>
		Note	Unrestricted funds £	Total 2024 £
Income and Endowments from:				
Charitable activities		3	991,862	991,862
Investment income		4	<u>7,654</u>	<u>7,654</u>
Total income			<u>999,516</u>	<u>999,516</u>
Expenditure on:				
Charitable activities		5	<u>(978,929)</u>	<u>(978,929)</u>
Total expenditure			<u>(978,929)</u>	<u>(978,929)</u>
Net income			<u>20,587</u>	<u>20,587</u>
Net movement in funds			20,587	20,587
Reconciliation of funds				
Total funds brought forward			<u>350,608</u>	<u>350,608</u>
Total funds carried forward		16	<u><u>371,195</u></u>	<u><u>371,195</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2024 is shown in note 16.

Adults Supporting Adults (ASA Shared Lives)

(Registration number: 05045034)
Balance Sheet as at 31 March 2025

	Note	2025 £	2024 £
Fixed assets			
Intangible assets	10	6,858	12,846
Tangible assets	11	2,775	3,778
		9,633	16,624
Current assets			
Debtors	12	250,646	185,486
Cash at bank and in hand	13	285,228	278,976
		535,874	464,462
Creditors: Amounts falling due within one year	14	(124,712)	(109,891)
Net current assets		411,162	354,571
Net assets		420,795	371,195
Funds of the charity:			
Unrestricted income funds			
Designated funds		81,018	68,697
General Funds		339,777	302,498
Total unrestricted funds		420,795	371,195
Total funds	16	420,795	371,195

The financial statements on pages 8 to 18 were approved by the trustees, and authorised for issue on 29 September 2025 and signed on their behalf by:

Signed by:

756FCA7Z7160C4C7.....
 K Phillips
 Trustee

Adults Supporting Adults (ASA Shared Lives)

Statement of Cash Flows for the Year Ended 31 March 2025

	Note	2025 £	2024 £
Cash flows from operating activities			
Net cash income		49,600	20,587
Adjustments to cash flows from non-cash items			
Depreciation		2,802	2,283
Amortisation		5,988	2,739
Investment income	4	<u>(20,112)</u>	<u>(7,654)</u>
		38,278	17,955
Working capital adjustments			
Increase in debtors	12	(65,160)	(9,463)
Increase in creditors	14	<u>14,821</u>	<u>14,946</u>
Net cash flows from operating activities		<u>(12,061)</u>	<u>23,438</u>
Cash flows from investing activities			
Interest receivable and similar income	4	20,112	7,654
Purchase of intangible fixed assets	10	-	(14,280)
Purchase of tangible fixed assets	11	<u>(1,799)</u>	<u>(1,741)</u>
Net cash flows from investing activities		<u>18,313</u>	<u>(8,367)</u>
Net increase in cash and cash equivalents		6,252	15,071
Cash and cash equivalents at 1 April		<u>278,976</u>	<u>263,905</u>
Cash and cash equivalents at 31 March		<u><u>285,228</u></u>	<u><u>278,976</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements for the Year Ended 31 March 2025

1 Charity status

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

The address of its registered office is:

18 Northgate
Sleaford
Lincolnshire
NG34 7BJ

These financial statements cover the individual entity, Adults Supporting Adults (ASA Shared Lives).

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

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

Statement of compliance

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

Basis of preparation

Adults Supporting Adults (ASA Shared Lives) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

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

Income and endowments

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. Trade debtors are recognised at the transaction price, less provision for impairment

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Trade creditors are recognised at the transaction price

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements for the Year Ended 31 March 2025

Taxation

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

Amortisation

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

Asset class	Amortisation method and rate
Computer software	33% straight line

Depreciation

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

Asset class	Depreciation method and rate
Office equipment	33% straight line
Fixtures and fittings	20% straight line

Fund structure

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

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

3 Income from charitable activities

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Direct payments/private provision	991,404	991,404	854,247
Donations	55	55	837
Other income	22,801	22,801	23,998
Training and Consultancy	44,590	44,590	40,640
Lincolnshire County Council Service Contract	104,592	104,592	72,140
	1,163,442	1,163,442	991,862

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements for the Year Ended 31 March 2025

4 Investment income

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Interest receivable on bank deposits	20,112	20,112	7,654

5 Expenditure on charitable activities

	Note	Unrestricted funds Designated £	General £	Total 2025 £	Total 2024 £
Staff costs	8	1,932	1,038,233	1,040,165	906,459
Allocated support costs		3,797	89,992	93,789	72,470
		5,729	1,128,225	1,133,954	978,929
		Unrestricted funds Designated £	General £	Total 2025 £	Total 2024 £
Other staff costs		1,120	3,098	4,218	1,693
Insurance		-	5,101	5,101	2,320
Light and heat		-	-	-	2,016
Telephone		-	18,231	18,231	16,884
Postage and stationery		-	3,486	3,486	4,602
Sundries		-	1,707	1,707	1,877
Bad debts		-	16,876	16,876	-
Rent		-	3,381	3,381	7,362
Motor expenses		-	1,294	1,294	818
Repairs and renewals		-	1,551	1,551	2,847
Training and consultancy		2,677	84	2,761	4,525
Trustees' indemnity insurance		-	-	-	1,089
Computer expenses		-	10,544	10,544	9,967
Subscriptions		-	100	100	606
Bank charges		-	2,217	2,217	2,135
Amortisation of intangible fixed assets		-	2,079	2,079	2,739
Depreciation of tangible fixed assets		-	6,711	6,711	2,283
Accountancy and legal fees		-	13,532	13,532	8,707
		3,797	89,992	93,789	72,470

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements for the Year Ended 31 March 2025

6 Net incoming/outgoing resources

Net incoming resources for the year include:

	2025	2024
	£	£
Audit fees	8,000	-
Depreciation of fixed assets	2,802	2,283
Amortisation of intangible assets	5,987	2,739
	<u>8,789</u>	<u>5,022</u>

7 Trustees remuneration and expenses

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

No trustees have received any reimbursed expenses from the charity during the year.

8 Staff costs

The aggregate payroll costs were as follows:

	2025	2024
	£	£
Staff costs during the year were:		
Wages and salaries	977,535	855,825
Social security costs	38,405	30,375
Pension costs	24,225	20,259
	<u>1,040,165</u>	<u>906,459</u>

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

	2025	2024
	No	No
Average number of employees	<u>79</u>	<u>76</u>

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

The total employee benefits of the key management personnel of the charity were £131,918 (2024 - £104,052).

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements for the Year Ended 31 March 2025

9 Taxation

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

10 Intangible fixed assets

	Computer software £	Total £
Cost		
At 1 April 2024	30,180	30,180
At 31 March 2025	30,180	30,180
Amortisation		
At 1 April 2024	17,334	17,334
Charge for the year	5,988	5,988
At 31 March 2025	23,322	23,322
Net book value		
At 31 March 2025	6,858	6,858
At 31 March 2024	12,846	12,846

11 Tangible fixed assets

	Fixtures and fittings £	Office equipment £	Total £
Cost			
At 1 April 2024	3,905	39,688	43,593
Additions	-	1,799	1,799
At 31 March 2025	3,905	41,487	45,392
Depreciation			
At 1 April 2024	3,638	36,177	39,815
Charge for the year	102	2,700	2,802
At 31 March 2025	3,740	38,877	42,617
Net book value			
At 31 March 2025	165	2,610	2,775
At 31 March 2024	267	3,511	3,778

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements for the Year Ended 31 March 2025

12 Debtors

	2025 £	2024 £
Trade debtors	243,926	179,573
Prepayments	1,752	2,413
Accrued income	4,468	-
Other debtors	500	3,500
	<u>250,646</u>	<u>185,486</u>

13 Cash and cash equivalents

	2025 £	2024 £
Cash on hand	-	69
Cash at bank	122,994	218,109
Short-term deposits	162,234	60,798
	<u>285,228</u>	<u>278,976</u>

14 Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	8,265	2,403
Other taxation and social security	9,669	19,574
Other creditors	1,414	(832)
Pension scheme creditor	3,332	4,875
Accruals	102,032	83,871
	<u>124,712</u>	<u>109,891</u>

15 Obligations under leases and hire purchase contracts

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2025 £	2024 £
Land and buildings		
Within one year	<u>350</u>	<u>3,960</u>

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements for the Year Ended 31 March 2025

16 Funds

Unrestricted funds

	Balance at 1 April 2024 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2025 £
Unrestricted funds					
General					
General Funds	302,498	1,183,554	(1,128,225)	(18,050)	339,777
Designated					
Redundancy Reserve	27,877	-	-	-	27,877
Pension Reserve	35,678	-	-	-	35,678
Expansion Reserve	5,142	-	(5,729)	14,050	13,463
Bridge the Gap Reserve	-	-	-	4,000	4,000
	<u>68,697</u>	<u>-</u>	<u>(5,729)</u>	<u>18,050</u>	<u>81,018</u>
Total funds	<u>371,195</u>	<u>1,183,554</u>	<u>(1,133,954)</u>	<u>-</u>	<u>420,795</u>
	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2024 £
Unrestricted funds					
General					
General Funds	282,474	999,516	(966,851)	(12,641)	302,498
Designated					
Redundancy Reserve	27,877	-	-	-	27,877
Pension Reserve	35,678	-	-	-	35,678
Expansion Reserve	4,579	-	(12,078)	12,641	5,142
	<u>68,134</u>	<u>-</u>	<u>(12,078)</u>	<u>12,641</u>	<u>68,697</u>
Total funds	<u>350,608</u>	<u>999,516</u>	<u>(978,929)</u>	<u>-</u>	<u>371,195</u>

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements for the Year Ended 31 March 2025

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

Unrestricted funds

Pension Reserve

This fund was set up in case there was a shortfall in the local government pension scheme.

Redundancy Reserve

The fund was established to cover redundancies in the event that the charity had a significant drop in funding.

Expansion Reserve

The fund covers future training, recruitment and advertising to help grow the charity.

Bridge the Gap Reserve

This is a new fund which has been set up to cover the additional cost of hours and mileage of Day Time Providers. The cost will be incurred if the clients regular worker is not available or theres a threat to the client's mental health therefore requiring further provision.

17 Analysis of net assets between funds

	Unrestricted funds		Total funds
	General	Designated	at 31 March
	£	£	2025
			£
Intangible fixed assets	6,858	-	6,858
Tangible fixed assets	2,775	-	2,775
Current assets	454,856	81,018	535,874
Current liabilities	(124,712)	-	(124,712)
Total net assets	<u>339,777</u>	<u>81,018</u>	<u>420,795</u>
	Unrestricted funds		Total funds
	General	Designated	at 31 March
	£	£	2024
			£
Intangible fixed assets	12,846	-	12,846
Tangible fixed assets	3,778	-	3,778
Current assets	395,765	68,697	464,462
Current liabilities	(109,891)	-	(109,891)
Total net assets	<u>302,498</u>	<u>68,697</u>	<u>371,195</u>

18 Related party transactions

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

Duncan & Toplis

K Phillips is a Trustee of Adults Supporting Adults (ASA Shared Lives), Director of Duncan & Toplis Trustees Limited and Business Services Director at Duncan & Toplis. Payroll and secretary services amounted to £4,931 (2024: £3,801). At the balance sheet date the amount due to Duncan & Toplis was £817 (2024 - £776).

ADULTS SUPPORTING ADULTS (ASA LINCS)

England & Wales - Charity number 1103725

Accounts

REGISTERED COMPANY NUMBER: 05045034 (England and Wales)
REGISTERED CHARITY NUMBER: 1103725

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2024
for
Adults Supporting Adults (ASA Shared
Lives)
(A Company Limited by Guarantee)

Prestige Accounting Limited T/A Simon Moss & Co
The Finance Centre
34a Southgate
Sleaford
Lincolnshire
NG34 7RY

Adults Supporting Adults (ASA Shared Lives)

Contents of the Financial Statements
for the Year Ended 31 March 2024

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of the company are to support the needs of adults in Lincolnshire and other counties who are vulnerable as a result of disability, mental health difficulties or age, and to provide for them as appropriate to achieve an independent and socially inclusive lifestyle as possible.

At present, ASA achieves its aims and objectives by providing the following services, which are provided to individual people based on a person centred plan which keeps the focus on positive outcomes for the client:

- Day time provision
- Sit2Gether
- Shop2Gether voluntary services
- Brokerage services (a resource supporting the administration of personal budgets in partnership with Penderels Trust on behalf of Lincolnshire County Council, managed funds do not form part of these accounts)

ASA's primary contract is with Lincolnshire County Council together with supporting clients in receipts of personal budgets and direct payments.

The further growth of Day Time Provision is likely to be the main focus of expected developments during the forthcoming year.

Public benefit

To benefit the public by providing information of the needs of vulnerable adults.

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

STRATEGIC REPORT

Financial review

At 31st March 2024, the charity had £371,195 of unrestricted reserves which includes £16,624 of fixed assets. £68,697 of these reserves have been designated to special reserves by the directors. These are split as follows:

- Pension provision - £35,678
- Redundancy provision - £27,877
- Expansion reserve - £5,142

The remaining unrestricted reserves of £302,498 have been kept at a level to fund the ongoing activities. At present represent approximately three months of admin and service costs. This is not considered excessive by the directors.

Principal funding sources

ASA's principal funding sources are direct payments funded by Lincolnshire County Council, Lincolnshire Partnership Foundation NHS Trust and NHS together with funds received direct from clients.

STRATEGIC REPORT

Financial review

Investment policy and objectives

ASA directors and senior management team will exercise a general duty of care when carrying out investment activities. They will consider the suitability for their charity of any investment. They will consider the need for diversification to reduce the risk of losses resulting from concentrating on particular investment, or type of investment.

Investments will be reviewed at least on an annual basis, or at such time that an investment term is complete, if sooner.

To reduce risks the directors and senior management team will consider the following when investing surplus funds:

- to invest in markets where financial services are closely regulated, and compensation schemes are in place
- to have suitably diversified investment portfolio; and
- to be particularly wary of making speculative forms of investment.

Reserves policy

It is the policy of ASA that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The directors consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue ASA's current activities whilst consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 16 February 2004 and registered as a charity on 12 May 2004. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £10.

Organisational structure

- 1) Non-executive Board of Directors
- 2) Managing Director
- 3) Operations Manager

The Operations Manager is in charge of the Area Managers for South, East and West, who in turn are in a charge of the Area Supervisors for South, East and West.

Induction and training of new trustees

Potential trustees are already familiar with the practical work of the charity having met with both the Chief Executive and Chair and attended a Trustees meeting as a guest.

Additionally, potential trustees are invited to attend operational visits / staff shadowing and receive the following documents and information:

- Induction pack including a history of the organisation and summary of services and structure
- Board member profiles
- Strategy documents and business plan
- Governance handbook
- List of policies and procedures

Existing trustees meet staff regularly and attend a minimum of one training away day per year.

Setting key management remuneration

All personal remuneration is discussed by the HR committee and a decision regarding any remuneration proposals are put to the board for authorisation.

Funds held on behalf of others

Adults Supporting Adults manage Lincolnshire County Council funds which are not part of these accounts.

Adults Supporting Adults (ASA Shared Lives) (Registered number: 05045034)

Report of the Trustees
for the Year Ended 31 March 2024

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05045034 (England and Wales)

Registered Charity number

1103725

Registered office

18 Northgate
Sleaford
Lincolnshire
NG347BJ

Trustees

N Armstrong Director
N J L Horner Director
Mrs P E Railton Director (resigned 5 September 2022)
H J Sanders Director
K Phillips Director
Miss O Armstrong Director
Mrs E Wheelwright Director (appointed 26 June 2023)

Independent Examiner

Simon Moss FCCA
Prestige Accounting Limited T/A Simon Moss & Co
The Finance Centre
34a Southgate
Sleaford
Lincolnshire
NG34 7RY

Bankers

Handelsbanken
5 Henley Way
Doddington Road
Lincoln
LN6 3QR

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 7 October 2024 and signed on the board's behalf by:

K Phillips - Trustee

Independent examiner's report to the trustees of Adults Supporting Adults (ASA Shared Lives) ('the Company')
I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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

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

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

Simon Moss FCCA

Prestige Accounting Limited T/A Simon Moss & Co
The Finance Centre
34a Southgate
Sleaford
Lincolnshire
NG34 7RY

7 October 2024

Adults Supporting Adults (ASA Shared Lives)

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 31 March 2024

	Notes	Unrestricted fund £	Designated £	31.3.24 Total funds £	31.3.23 Total funds £
INCOME AND ENDOWMENTS FROM					
Charitable activities	2	991,862	-	991,862	928,956
Investment income	3	7,654	-	7,654	-
Total		<u>999,516</u>	<u>-</u>	<u>999,516</u>	<u>928,956</u>
EXPENDITURE ON					
Charitable activities					
Staff costs	4	908,507	-	908,507	845,854
Support costs		58,344	12,078	70,422	63,095
Total		<u>966,851</u>	<u>12,078</u>	<u>978,929</u>	<u>908,949</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	15	32,665 (12,641)	(12,078) 12,641	20,587 -	20,007 -
Net movement in funds		<u>20,024</u>	<u>563</u>	<u>20,587</u>	<u>20,007</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		282,474	68,134	350,608	330,601
TOTAL FUNDS CARRIED FORWARD		<u><u>302,498</u></u>	<u><u>68,697</u></u>	<u><u>371,195</u></u>	<u><u>350,608</u></u>

The notes form part of these financial statements

Adults Supporting Adults (ASA Shared Lives) (Registered number: 05045034)

Statement of Financial Position

31 March 2024

	Notes	Unrestricted fund £	Designated £	31.3.24 Total funds £	31.3.23 Total funds £
FIXED ASSETS					
Intangible assets	10	12,846	-	12,846	1,305
Tangible assets	11	3,778	-	3,778	4,320
		<u>16,624</u>	<u>-</u>	<u>16,624</u>	<u>5,625</u>
CURRENT ASSETS					
Debtors	12	185,486	-	185,486	175,993
Cash at bank and in hand		210,279	68,697	278,976	263,905
		<u>395,765</u>	<u>68,697</u>	<u>464,462</u>	<u>439,898</u>
CREDITORS					
Amounts falling due within one year	13	(109,891)	-	(109,891)	(94,915)
		<u>285,874</u>	<u>68,697</u>	<u>354,571</u>	<u>344,983</u>
NET CURRENT ASSETS					
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>302,498</u>	<u>68,697</u>	<u>371,195</u>	<u>350,608</u>
NET ASSETS					
		<u>302,498</u>	<u>68,697</u>	<u>371,195</u>	<u>350,608</u>
FUNDS					
Unrestricted funds	15			371,195	350,608
TOTAL FUNDS					
				<u>371,195</u>	<u>350,608</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

The financial statements were approved and authorised for issue by the Board of Trustees and authorised for issue on 7 October 2024 and were signed on its behalf by:

The notes form part of these financial statements

Adults Supporting Adults (ASA Shared
Lives) (Registered number: 05045034)

Statement of Financial Position - continued
31 March 2024

K Phillips - Trustee

Adults Supporting Adults (ASA Shared Lives)

Statement of Cash Flows
for the Year Ended 31 March 2024

	Notes	31.3.24 £	31.3.23 £
Cash flows from operating activities			
Cash generated from operations	1	23,438	27,427
Net cash provided by operating activities		<u>23,438</u>	<u>27,427</u>
Cash flows from investing activities			
Purchase of intangible fixed assets		(14,280)	-
Purchase of tangible fixed assets		(1,741)	(2,441)
Interest received		7,654	-
Net cash used in investing activities		<u>(8,367)</u>	<u>(2,441)</u>
Change in cash and cash equivalents in the reporting period		<u>15,071</u>	<u>24,986</u>
Cash and cash equivalents at the beginning of the reporting period		<u>263,905</u>	<u>238,919</u>
Cash and cash equivalents at the end of the reporting period		<u><u>278,976</u></u>	<u><u>263,905</u></u>

The notes form part of these financial statements

Adults Supporting Adults (ASA Shared Lives)

Notes to the Statement of Cash Flows
for the Year Ended 31 March 2024

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.3.24	31.3.23
	£	£
Net income for the reporting period (as per the Statement of Financial Activities)	20,587	20,007
Adjustments for:		
Depreciation charges	5,022	2,219
Interest received	(7,654)	-
Increase in debtors	(9,493)	(4,185)
Increase in creditors	14,976	9,386
Net cash provided by operations	<u>23,438</u>	<u>27,427</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.23	Cash flow	At 31.3.24
	£	£	£
Net cash			
Cash at bank and in hand	263,905	15,071	278,976
	<u>263,905</u>	<u>15,071</u>	<u>278,976</u>
Total	<u>263,905</u>	<u>15,071</u>	<u>278,976</u>

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The presentation currency of the financial statements is the Pound Sterling (£).

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. Trade debtors are recognised at the transaction price, less provision for impairment.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Trade creditors are recognised at the transaction price.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustee's meetings and reimbursed expenses.

Intangible assets

Amortisation is provided at the following annual rate in order to write off each asset over its estimated useful life.

Computer software - 33% on cost

Intangible assets are initially measured at costs. After initial recognition, intangible assets are measured at cost less any accumulated amortisation and any accumulated impairment losses.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings - 20% on cost

Office equipment - 33% on cost

Tangible fixed assets are held at cost less depreciation.

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

1. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Going concern

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

2. CHARITABLE ACTIVITIES

	31.3.24	31.3.23
	£	£
Direct payments/private provision	854,247	799,124
Donations	837	367
Other income	23,998	26,145
Training and Consultancy	40,640	30,242
Lincolnshire County Council Service Contract	72,140	73,078
	<u>991,862</u>	<u>928,956</u>

3. INVESTMENT INCOME

	31.3.24	31.3.23
	£	£
Deposit account interest	7,654	-
	<u>7,654</u>	<u>-</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 5) £	Totals £
Staff costs	906,459	2,048	908,507
Support costs	-	70,422	70,422
	<u>906,459</u>	<u>72,470</u>	<u>978,929</u>

5. SUPPORT COSTS

	Other £	Governance costs £	Totals £
Staff costs	2,048	-	2,048
Support costs	61,715	8,707	70,422
	<u>63,763</u>	<u>8,707</u>	<u>72,470</u>

5. SUPPORT COSTS - continued

Support costs, included in the above, are as follows:

	Staff costs £	Support costs £	31.3.24 Total activities £	31.3.23 Total activities £
Other staff costs	1,693	-	1,693	827
Insurance	-	2,320	2,320	2,821
Light and heat	-	2,016	2,016	2,150
Telephone	-	16,884	16,884	17,023
Postage and stationery	-	4,602	4,602	5,688
Sundries	355	1,522	1,877	812
Bad debts	-	-	-	3,842
Rent	-	7,362	7,362	6,500
Motor expenses	-	818	818	282
Repairs and renewals	-	2,847	2,847	980
Training and consultancy	-	4,525	4,525	2,137
Trustees' indemnity insurance	-	1,089	1,089	1,089
Computer expenses	-	9,967	9,967	3,349
Subscriptions	-	606	606	1,664
Bank charges	-	2,135	2,135	2,727
Amortisation of intangible fixed assets	-	2,739	2,739	765
Depreciation of tangible fixed assets	-	2,283	2,283	1,454
Accountancy and legal fees	-	8,707	8,707	9,924
	<u>2,048</u>	<u>70,422</u>	<u>72,470</u>	<u>64,034</u>

6. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.24 £	31.3.23 £
Depreciation - owned assets	2,283	1,454
Hire of plant and machinery	1,693	827
Computer software amortisation	<u>2,739</u>	<u>765</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

8. STAFF COSTS

	31.3.24	31.3.23
	£	£
Wages and salaries	855,825	793,642
Social security costs	30,375	31,243
Other pension costs	20,259	20,030
	<u>906,459</u>	<u>844,915</u>

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

	31.3.24	31.3.23
Charitable activities (full time equiv)	<u>33</u>	<u>31</u>

No employees received emoluments in excess of £60,000.

The total employee benefits of the key management personnel of the charity were £104,052 (2023 - £91,940).

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Designated £	Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities	<u>926,735</u>	<u>2,221</u>	<u>928,956</u>
EXPENDITURE ON			
Charitable activities			
Staff costs	845,854	-	845,854
Support costs	<u>55,453</u>	<u>7,642</u>	<u>63,095</u>
Total	<u>901,307</u>	<u>7,642</u>	<u>908,949</u>
NET INCOME/(EXPENDITURE)	25,428	(5,421)	20,007
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>257,046</u>	<u>73,555</u>	<u>330,601</u>
TOTAL FUNDS CARRIED FORWARD	<u>282,474</u>	<u>68,134</u>	<u>350,608</u>

10. INTANGIBLE FIXED ASSETS

	Computer software £
COST	
At 1 April 2023	15,900
Additions	14,280
	<hr/>
At 31 March 2024	30,180
	<hr/>
AMORTISATION	
At 1 April 2023	14,595
Charge for year	2,739
	<hr/>
At 31 March 2024	17,334
	<hr/>
NET BOOK VALUE	
At 31 March 2024	12,846
	<hr/> <hr/>
At 31 March 2023	1,305
	<hr/> <hr/>

11. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Office equipment £	Totals £
COST			
At 1 April 2023	3,595	38,257	41,852
Additions	310	1,431	1,741
	<hr/>	<hr/>	<hr/>
At 31 March 2024	3,905	39,688	43,593
	<hr/>	<hr/>	<hr/>
DEPRECIATION			
At 1 April 2023	3,595	33,937	37,532
Charge for year	43	2,240	2,283
	<hr/>	<hr/>	<hr/>
At 31 March 2024	3,638	36,177	39,815
	<hr/>	<hr/>	<hr/>
NET BOOK VALUE			
At 31 March 2024	267	3,511	3,778
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 31 March 2023	-	4,320	4,320
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.24	31.3.23
	£	£
Trade debtors	179,573	172,078
Other debtors	3,500	2,600
Prepayments and accrued income	2,413	1,315
	<u>185,486</u>	<u>175,993</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.24	31.3.23
	£	£
Trade creditors	2,403	489
Social security and other taxes	19,574	7,088
Other creditors	4,043	2,623
Accrued expenses	83,871	84,715
	<u>109,891</u>	<u>94,915</u>

14. LEASING AGREEMENTS

The company had outstanding commitments in respect of operating leases at 31 March 2024 of £3,960 (2023 - £3,250).

15. MOVEMENT IN FUNDS

	At 1.4.23	Net movement in funds	Transfers between funds	At 31.3.24
	£	£	£	£
Unrestricted funds				
General	282,474	32,665	(12,641)	302,498
Designated	68,134	(12,078)	12,641	68,697
	<u>350,608</u>	<u>20,587</u>	<u>-</u>	<u>371,195</u>
TOTAL FUNDS	<u>350,608</u>	<u>20,587</u>	<u>-</u>	<u>371,195</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General	999,516	(966,851)	32,665
Designated	-	(12,078)	(12,078)
	<u>999,516</u>	<u>(978,929)</u>	<u>20,587</u>
TOTAL FUNDS	<u>999,516</u>	<u>(978,929)</u>	<u>20,587</u>

15. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General	257,046	25,428	282,474
Designated	73,555	(5,421)	68,134
	<u>330,601</u>	<u>20,007</u>	<u>350,608</u>
TOTAL FUNDS	<u>330,601</u>	<u>20,007</u>	<u>350,608</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	926,735	(901,307)	25,428
Designated	2,221	(7,642)	(5,421)
	<u>928,956</u>	<u>(908,949)</u>	<u>20,007</u>
TOTAL FUNDS	<u>928,956</u>	<u>(908,949)</u>	<u>20,007</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
General	257,046	58,093	(12,641)	302,498
Designated	73,555	(17,499)	12,641	68,697
	<u>330,601</u>	<u>40,594</u>	<u>-</u>	<u>371,195</u>
TOTAL FUNDS	<u>330,601</u>	<u>40,594</u>	<u>-</u>	<u>371,195</u>

15. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	1,926,251	(1,868,158)	58,093
Designated	2,221	(19,720)	(17,499)
	<u>1,928,472</u>	<u>(1,887,878)</u>	<u>40,594</u>
TOTAL FUNDS	<u><u>1,928,472</u></u>	<u><u>(1,887,878)</u></u>	<u><u>40,594</u></u>

16. RELATED PARTY DISCLOSURES

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

Duncan & Toplis Limited

K Phillips is a Trustee of Adults Supporting Adults (ASA Shared Lives) and a Director of Duncan & Toplis Limited. Payroll and other accountancy services provided amounted to £3,801 (2023 - £3,111). At the year end date, the amount due to Duncan & Toplis Limited was £776 (2022 - £13).

ADULTS SUPPORTING ADULTS (ASA LINCS)

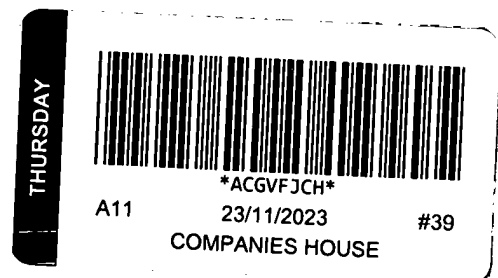
England & Wales - Charity number 1103725

Accounts

REGISTERED COMPANY NUMBER: 05045034 (England and Wales)
REGISTERED CHARITY NUMBER: 1103725

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2023
for
Adults Supporting Adults (ASA Shared
Lives)
(A Company Limited by Guarantee)

Prestige Accounting Limited T/A Simon Moss & Co
The Finance Centre
34a Southgate
Sleaford
Lincolnshire
NG34 7RY



Adults Supporting Adults (ASA Shared Lives)

Contents of the Financial Statements
for the Year Ended 31 March 2023

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Statement of Financial Activities	5
Statement of Financial Position	6 to 7
Statement of Cash Flows	8
Notes to the Statement of Cash Flows	9
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Report of the Trustees
for the Year Ended 31 March 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of the company are to support the needs of adults in Lincolnshire and other counties who are vulnerable as a result of disability, mental health difficulties or age, and to provide for them as appropriate to achieve an independent and socially inclusive lifestyle as possible.

At present, ASA achieves its aims and objectives by providing the following services, which are provided to individual people based on a person centred plan which keeps the focus on positive outcomes for the client:

- Day time provision
- Sit2Gether
- Shop2Gether voluntary services
- Brokerage services (a resource supporting the administration of personal budgets in partnership with Penderels Trust on behalf of Lincolnshire County Council, managed funds do not form part of these accounts)

ASA's primary contract is with Lincolnshire County Council together with supporting clients in receipts of personal budgets and direct payments.

The further growth of Day Time Provision is likely to be the main focus of expected developments during the forthcoming year.

Public benefit

To benefit the public by providing information of the needs of vulnerable adults.

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

STRATEGIC REPORT

Financial review

At 31st March 2023, the charity had £350,608 of unrestricted reserves which includes £5,625 of fixed assets. £68,134 of these reserves have been designated to special reserves by the directors. These are split as follows:

- Pension provision - £35,678
- Redundancy provision - £27,877
- Expansion reserve - £4,579

The remaining unrestricted reserves of £282,474 have been kept at a level to fund the ongoing activities. At present represent approximately three months of admin and service costs. This is not considered excessive by the directors.

Principal funding sources

ASA's principal funding sources are direct payments funded by Lincolnshire County Council, Lincolnshire Partnership Foundation NHS Trust and NHS together with funds received direct from clients.

STRATEGIC REPORT

Financial review

Investment policy and objectives

ASA directors and senior management team will exercise a general duty of care when carrying out investment activities. They will consider the suitability for their charity of any investment. They will consider the need for diversification to reduce the risk of losses resulting from concentrating on particular investment, or type of investment.

Investments will be reviewed at least on an annual basis, or at such time that an investment term is complete, if sooner.

To reduce risks the directors and senior management team will consider the following when investing surplus funds:

- to invest in markets where financial services are closely regulated, and compensation schemes are in place
- to have suitably diversified investment portfolio; and
- to be particularly wary of making speculative forms of investment.

Reserves policy

It is the policy of ASA that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The directors consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue ASA's current activities whilst consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 16 February 2004 and registered as a charity on 12 May 2004. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £10.

Organisational structure

- 1) Non-executive Board of Directors
- 2) Managing Director
- 3) Operations Manager

The Operations Manager is in charge of the Area Managers for South, East and West, who in turn are in a charge of the Area Supervisors for South, East and West.

Induction and training of new trustees

Potential trustees are already familiar with the practical work of the charity having met with both the Chief Executive and Chair and attended a Trustees meeting as a guest.

Additionally, potential trustees are invited to attend operational visits / staff shadowing and receive the following documents and information:

- Induction pack including a history of the organisation and summary of services and structure
- Board member profiles
- Strategy documents and business plan
- Governance handbook
- List of policies and procedures

Existing trustees meet staff regularly and attend a minimum of one training away day per year.

Setting key management remuneration

All personal remuneration is discussed by the HR committee and a decision regarding any remuneration proposals are put to the board for authorisation.

Funds held on behalf of others

Adults Supporting Adults manage Lincolnshire County Council funds which are not part of these accounts.

Adults Supporting Adults (ASA Shared Lives) (Registered number: 05045034)

Report of the Trustees
for the Year Ended 31 March 2023

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
05045034 (England and Wales)

Registered Charity number
1103725

Registered office
18 Northgate
Sleaford
Lincolnshire
NG347BJ

Trustees
N Armstrong Director
N J L Horner Director
Mrs P E Railton Director (resigned 5 September 2022)
H J Sanders Director
K Phillips Director
Miss O Armstrong Director

Independent Examiner
Simon Moss FCCA
Prestige Accounting Limited T/A Simon Moss & Co
The Finance Centre
34a Southgate
Sleaford
Lincolnshire
NG34 7RY

Bankers
Handelsbanken
5 Henley Way
Doddington Road
Lincoln
LN6 3QR

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 18 September 2023 and signed on the board's behalf by:



K Phillips - Trustee

21/11/23

Independent Examiner's Report to the Trustees of
Adults Supporting Adults (ASA Shared
Lives)

Independent examiner's report to the trustees of Adults Supporting Adults (ASA Shared Lives) ('the Company')

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

Responsibilities and basis of report

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

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

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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

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

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



Simon Moss FCCA

Prestige Accounting Limited T/A Simon Moss & Co
The Finance Centre
34a Southgate
Sleaford
Lincolnshire
NG34 7RY

18 September 2023

Adults Supporting Adults (ASA Shared Lives)

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 31 March 2023

	Notes	Unrestricted fund £	Designated £	31.3.23 Total funds £	31.3.22 Total funds £
INCOME AND ENDOWMENTS FROM					
Charitable activities	2	926,735	2,221	928,956	901,491
EXPENDITURE ON					
Charitable activities	3				
Staff costs		845,854	-	845,854	804,806
Support costs		55,453	7,642	63,095	70,185
Total		901,307	7,642	908,949	874,991
NET INCOME/(EXPENDITURE)		25,428	(5,421)	20,007	26,500
RECONCILIATION OF FUNDS					
Total funds brought forward		257,046	73,555	330,601	304,101
TOTAL FUNDS CARRIED FORWARD		282,474	68,134	350,608	330,601

Adults Supporting Adults (ASA Shared Lives) (Registered number: 05045034)

Statement of Financial Position
31 March 2023

	Notes	Unrestricted fund £	Designated £	31.3.23 Total funds £	31.3.22 Total funds £
FIXED ASSETS					
Intangible assets	9	1,305	-	1,305	2,070
Tangible assets	10	4,320	-	4,320	3,333
		<u>5,625</u>	<u>-</u>	<u>5,625</u>	<u>5,403</u>
CURRENT ASSETS					
Debtors	11	175,993	-	175,993	171,808
Cash at bank and in hand		195,771	68,134	263,905	238,919
		<u>371,764</u>	<u>68,134</u>	<u>439,898</u>	<u>410,727</u>
CREDITORS					
Amounts falling due within one year	12	(94,915)	-	(94,915)	(85,529)
		<u>276,849</u>	<u>68,134</u>	<u>344,983</u>	<u>325,198</u>
NET CURRENT ASSETS					
		<u>282,474</u>	<u>68,134</u>	<u>350,608</u>	<u>330,601</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>282,474</u>	<u>68,134</u>	<u>350,608</u>	<u>330,601</u>
NET ASSETS					
		<u>282,474</u>	<u>68,134</u>	<u>350,608</u>	<u>330,601</u>
FUNDS					
Unrestricted funds	14			350,608	330,601
TOTAL FUNDS					
				<u>350,608</u>	<u>330,601</u>

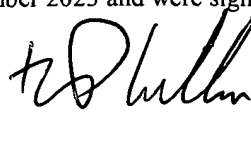
The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

The financial statements were approved and authorised for issue by the Board of Trustees and authorised for issue on 18 September 2023 and were signed on its behalf by:


21/11/23

The notes form part of these financial statements

Adults Supporting Adults (ASA Shared
Lives) (Registered number: 05045034)

Statement of Financial Position - continued
31 March 2023

K Phillips - Trustee

The notes form part of these financial statements

Adults Supporting Adults (ASA Shared Lives)

Statement of Cash Flows
for the Year Ended 31 March 2023

	Notes	31.3.23 £	31.3.22 £
Cash flows from operating activities			
Cash generated from operations	1	27,427	10,739
Net cash provided by operating activities		<u>27,427</u>	<u>10,739</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(2,441)	(2,459)
Net cash used in investing activities		<u>(2,441)</u>	<u>(2,459)</u>
Change in cash and cash equivalents in the reporting period		<u>24,986</u>	<u>8,280</u>
Cash and cash equivalents at the beginning of the reporting period		<u>238,919</u>	<u>230,639</u>
Cash and cash equivalents at the end of the reporting period		<u><u>263,905</u></u>	<u><u>238,919</u></u>

The notes form part of these financial statements

Adults Supporting Adults (ASA Shared Lives)

Notes to the Statement of Cash Flows
for the Year Ended 31 March 2023

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.3.23	31.3.22
	£	£
Net income for the reporting period (as per the Statement of Financial Activities)	20,007	26,500
Adjustments for:		
Depreciation charges	2,219	5,006
Increase in debtors	(4,185)	(29,352)
Increase in creditors	9,386	8,585
Net cash provided by operations	<u>27,427</u>	<u>10,739</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.22	Cash flow	At 31.3.23
	£	£	£
Net cash			
Cash at bank and in hand	238,919	24,986	263,905
	<u>238,919</u>	<u>24,986</u>	<u>263,905</u>
Total	<u>238,919</u>	<u>24,986</u>	<u>263,905</u>

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The presentation currency of the financial statements is the Pound Sterling (£).

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. Trade debtors are recognised at the transaction price, less provision for impairment.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Trade creditors are recognised at the transaction price.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustee's meetings and reimbursed expenses.

Intangible assets

Amortisation is provided at the following annual rate in order to write off each asset over its estimated useful life.

Computer software - 33% on cost

Intangible assets are initially measured at costs. After initial recognition, intangible assets are measured at cost less any accumulated amortisation and any accumulated impairment losses.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings - 20% on cost

Office equipment - 33% on cost

Tangible fixed assets are held at cost less depreciation.

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

1. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Going concern

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

2. CHARITABLE ACTIVITIES

	31.3.23	31.3.22
	£	£
Direct payments/private provision	799,124	801,848
Donations	367	228
Other income	26,145	26,664
Training and Consultancy	30,242	28,172
Lincolnshire County Council Service Contract	73,078	44,579
	<u>928,956</u>	<u>901,491</u>

3. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 4)	Totals
	£	£	£
Staff costs	844,915	939	845,854
Support costs	-	63,095	63,095
	<u>844,915</u>	<u>64,034</u>	<u>908,949</u>

4. SUPPORT COSTS

	Other	Governance costs	Totals
	£	£	£
Staff costs	939	-	939
Support costs	53,171	9,924	63,095
	<u>54,110</u>	<u>9,924</u>	<u>64,034</u>

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

4. SUPPORT COSTS - continued

Support costs, included in the above, are as follows:

	Staff costs	Support costs	31.3.23 Total activities	31.3.22 Total activities
	£	£	£	£
Other staff costs	827	-	827	839
Insurance	-	2,821	2,821	2,762
Light and heat	-	2,150	2,150	1,123
Telephone	-	17,023	17,023	15,975
Postage and stationery	-	5,688	5,688	3,880
Sundries	112	700	812	1,655
Bad debts	-	3,842	3,842	15,595
Rent	-	6,500	6,500	3,250
Motor expenses	-	282	282	310
Repairs and renewals	-	980	980	911
Training and consultancy	-	2,137	2,137	3,056
Trustees' indemnity insurance	-	1,089	1,089	1,089
Computer expenses	-	3,349	3,349	5,181
Subscriptions	-	1,664	1,664	-
Bank charges	-	2,727	2,727	2,758
Amortisation of intangible fixed assets	-	765	765	3,780
Depreciation of tangible fixed assets	-	1,454	1,454	1,226
Accountancy and legal fees	-	9,924	9,924	8,282
	<u>939</u>	<u>63,095</u>	<u>64,034</u>	<u>71,672</u>

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.23	31.3.22
	£	£
Depreciation - owned assets	1,454	1,226
Hire of plant and machinery	827	839
Computer software amortisation	765	3,780

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

7. STAFF COSTS

	31.3.23	31.3.22
	£	£
Wages and salaries	793,642	753,238
Social security costs	31,243	30,620
Other pension costs	20,030	19,461
	<u>844,915</u>	<u>803,319</u>

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

	31.3.23	31.3.22
Charitable activities (full time equiv)	<u>31</u>	<u>31</u>

No employees received emoluments in excess of £60,000.

The total employee benefits of the key management personnel of the charity were £91,940 (2022 - £97,692).

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Designated £	Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities	<u>901,491</u>	<u>-</u>	<u>901,491</u>
EXPENDITURE ON			
Charitable activities			
Staff costs	804,806	-	804,806
Support costs	70,185	-	70,185
Total	<u>874,991</u>	<u>-</u>	<u>874,991</u>
NET INCOME			
Transfers between funds	26,500	-	26,500
	<u>(10,000)</u>	<u>10,000</u>	<u>-</u>
Net movement in funds	16,500	10,000	26,500
RECONCILIATION OF FUNDS			
Total funds brought forward	240,546	63,555	304,101
TOTAL FUNDS CARRIED FORWARD	<u>257,046</u>	<u>73,555</u>	<u>330,601</u>

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

9. INTANGIBLE FIXED ASSETS

Computer software
£

COST

At 1 April 2022 and 31 March 2023

15,900

AMORTISATION

At 1 April 2022

13,830

Charge for year

765

At 31 March 2023

14,595

NET BOOK VALUE

At 31 March 2023

1,305

At 31 March 2022

2,070

10. TANGIBLE FIXED ASSETS

Fixtures and fittings
£

Office equipment
£

Totals
£

COST

At 1 April 2022

3,595

35,816

39,411

Additions

-

2,441

2,441

At 31 March 2023

3,595

38,257

41,852

DEPRECIATION

At 1 April 2022

3,595

32,483

36,078

Charge for year

-

1,454

1,454

At 31 March 2023

3,595

33,937

37,532

NET BOOK VALUE

At 31 March 2023

-

4,320

4,320

At 31 March 2022

-

3,333

3,333

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

31.3.23
£

31.3.22
£

Trade debtors

172,078

165,219

Other debtors

2,600

1,800

Prepayments and accrued income

1,315

4,789

175,993

171,808

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23	31.3.22
	£	£
Trade creditors	489	4,214
Social security and other taxes	7,088	6,228
Other creditors	2,623	2,296
Accrued expenses	84,715	72,791
	<u>94,915</u>	<u>85,529</u>

13. LEASING AGREEMENTS

The company had outstanding commitments in respect of operating leases at 31 March 2022 of £3,250 (2021 - £3,250).

14. MOVEMENT IN FUNDS

	At 1.4.22	Net movement in funds	At 31.3.23
	£	£	£
Unrestricted funds			
General	257,046	25,428	282,474
Designated	73,555	(5,421)	68,134
	<u>330,601</u>	<u>20,007</u>	<u>350,608</u>
TOTAL FUNDS	<u>330,601</u>	<u>20,007</u>	<u>350,608</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General	926,735	(901,307)	25,428
Designated	2,221	(7,642)	(5,421)
	<u>928,956</u>	<u>(908,949)</u>	<u>20,007</u>
TOTAL FUNDS	<u>928,956</u>	<u>(908,949)</u>	<u>20,007</u>

14. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General	240,546	26,500	(10,000)	257,046
Designated	63,555	-	10,000	73,555
	<u>304,101</u>	<u>26,500</u>	<u>-</u>	<u>330,601</u>
TOTAL FUNDS	<u>304,101</u>	<u>26,500</u>	<u>-</u>	<u>330,601</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	901,491	(874,991)	26,500
	<u>901,491</u>	<u>(874,991)</u>	<u>26,500</u>
TOTAL FUNDS	<u>901,491</u>	<u>(874,991)</u>	<u>26,500</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General	240,546	51,928	(10,000)	282,474
Designated	63,555	(5,421)	10,000	68,134
	<u>304,101</u>	<u>46,507</u>	<u>-</u>	<u>350,608</u>
TOTAL FUNDS	<u>304,101</u>	<u>46,507</u>	<u>-</u>	<u>350,608</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	1,828,226	(1,776,298)	51,928
Designated	2,221	(7,642)	(5,421)
	<u>1,830,447</u>	<u>(1,783,940)</u>	<u>46,507</u>
TOTAL FUNDS	<u>1,830,447</u>	<u>(1,783,940)</u>	<u>46,507</u>

15. RELATED PARTY DISCLOSURES

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

Duncan & Toplis Limited

K Phillips is a Trustee of Adults Supporting Adults (ASA Shared Lives) and a Director of Duncan & Toplis Limited. Payroll and other accountancy services provided amounted to £3,111 (2022 - £3,127). At the year end date, the amount due to Duncan & Toplis Limited was £13 (2022 - £835).

ADULTS SUPPORTING ADULTS (ASA LINCS)

England & Wales - Charity number 1103725

Accounts

REGISTERED COMPANY NUMBER: 05045034 (England and Wales)
REGISTERED CHARITY NUMBER: 1103725

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2022
for
Adults Supporting Adults (ASA Shared
Lives)
(A Company Limited by Guarantee)

Prestige Accounting Limited T/A Simon Moss & Co
The Finance Centre
34a Southgate
Sleaford
Lincolnshire
NG34 7RY

Adults Supporting Adults (ASA Shared Lives)

Contents of the Financial Statements
for the Year Ended 31 March 2022

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Adults Supporting Adults (ASA Shared Lives)

Report of the Trustees
for the Year Ended 31 March 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of the company are to support the needs of adults in Lincolnshire and other counties who are vulnerable as a result of disability, mental health difficulties or age, and to provide for them as appropriate to achieve an independent and socially inclusive lifestyle as possible.

At present, ASA achieves its aims and objectives by providing the following services, which are provided to individual people based on a person centred plan which keeps the focus on positive outcomes for the client:

- Day time provision
- Sit2Gether
- Shop2Gether voluntary services
- Brokerage services (a resource supporting the administration of personal budgets in partnership with Penderels Trust on behalf of Lincolnshire County Council, managed funds do not form part of these accounts)

ASA's primary contract is with Lincolnshire County Council together with supporting clients in receipts of personal budgets and direct payments.

The further growth of Day Time Provision is likely to be the main focus of expected developments during the forthcoming year.

Public benefit

To benefit the public by providing information of the needs of vulnerable adults.

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

STRATEGIC REPORT

Financial review

At 31st March 2022, the charity had £330,601 of unrestricted reserves which includes £5,403 of fixed assets. £73,555 of these reserves have been designated to special reserves by the directors. These are split as follows:

- Pension provision - £35,678
- Redundancy provision - £27,877
- Expansion reserve - £10,000

The remaining unrestricted reserves of £257,046 have been kept at a level to fund the ongoing activities. At present represent approximately three months of admin and service costs. This is not considered excessive by the directors.

Principal funding sources

ASA's principal funding sources are its primary contract with Lincolnshire County Council together with payments received direct from clients in receipts of personal budgets and direct payments.

STRATEGIC REPORT

Financial review

Investment policy and objectives

ASA directors and senior management team will exercise a general duty of care when carrying out investment activities. They will consider the suitability for their charity of any investment. They will consider the need for diversification to reduce the risk of losses resulting from concentrating on particular investment, or type of investment.

Investments will be reviewed at least on an annual basis, or at such time that an investment term is complete, if sooner.

To reduce risks the directors and senior management team will consider the following when investing surplus funds:

- to invest in markets where financial services are closely regulated, and compensation schemes are in place
- to have suitably diversified investment portfolio; and
- to be particularly wary of making speculative forms of investment.

Reserves policy

It is the policy of ASA that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The directors consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue ASA's current activities whilst consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 16 February 2004 and registered as a charity on 12 May 2004. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £10.

Organisational structure

- 1) Non-executive Board of Directors
- 2) Managing Director
- 3) Operations Manager

The Operations Manager is in charge of the Area Managers for South, East and West, who in turn are in a charge of the Area Supervisors for South, East and West.

Induction and training of new trustees

Potential trustees are already familiar with the practical work of the charity having met with both the Chief Executive and Chair and attended a Trustees meeting as a guest.

Additionally, potential trustees are invited to attend operational visits / staff shadowing and receive the following documents and information:

- Induction pack including a history of the organisation and summary of services and structure
- Board member profiles
- Strategy documents and business plan
- Governance handbook
- List of policies and procedures

Existing trustees meet staff regularly and attend a minimum of one training away day per year.

Adults Supporting Adults (ASA Shared Lives)

Report of the Trustees
for the Year Ended 31 March 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Setting key management remuneration

All personal remuneration is discussed by the HR committee and a decision regarding any remuneration proposals are put to the board for authorisation.

Funds held on behalf of others

Adults Supporting Adults manage Lincolnshire County Council funds which are not part of these accounts.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05045034 (England and Wales)

Registered Charity number

1103725

Registered office

18 Northgate
Sleaford
Lincolnshire
NG347BJ

Trustees

N Armstrong Director
N J L Horner Director
Mrs P E Railton Director
H J Sanders Director
K Phillips Director
N M Dickens Director
Miss O Armstrong Director

Independent Examiner

Simon Moss
FCCA
Prestige Accounting Limited T/A Simon Moss & Co
The Finance Centre
34a Southgate
Sleaford
Lincolnshire
NG34 7RY

Bankers

Handelsbanken
5 Henley Way
Doddington Road
Lincoln
LN6 3QR

Adults Supporting Adults (ASA Shared
Lives)

Report of the Trustees
for the Year Ended 31 March 2022

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 22 September 2022 and signed on the board's behalf by:

A handwritten signature in black ink, appearing to read 'K Phillips', with a large 'X' mark to the left of the signature.

K Phillips - Trustee

Independent Examiner's Report to the Trustees of
Adults Supporting Adults (ASA Shared
Lives)

Independent examiner's report to the trustees of Adults Supporting Adults (ASA Shared Lives) ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of FCCA which is one of the listed bodies.

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

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

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



Simon Moss
FCCA
Prestige Accounting Limited T/A Simon Moss & Co
The Finance Centre
34a Southgate
Sleaford
Lincolnshire
NG34 7RY

22 September 2022

Adults Supporting Adults (ASA Shared Lives)

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 31 March 2022

	Notes	Unrestricted fund £	Designated £	31.3.22 Total funds £	31.3.21 Total funds £
INCOME AND ENDOWMENTS FROM					
Charitable activities	2	901,491	-	901,491	859,773
Investment income	3	-	-	-	97
Other income		-	-	-	19,305
Total		<u>901,491</u>	<u>-</u>	<u>901,491</u>	<u>879,175</u>
EXPENDITURE ON					
Charitable activities	4				
Staff costs		804,806	-	804,806	861,635
Support costs		70,185	-	70,185	63,728
Total		<u>874,991</u>	<u>-</u>	<u>874,991</u>	<u>925,363</u>
NET INCOME/(EXPENDITURE)		<u>26,500</u>	<u>-</u>	<u>26,500</u>	<u>(46,188)</u>
Transfers between funds	15	<u>(10,000)</u>	<u>10,000</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>16,500</u>	<u>10,000</u>	<u>26,500</u>	<u>(46,188)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>240,546</u>	<u>63,555</u>	<u>304,101</u>	<u>350,289</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>257,046</u></u>	<u><u>73,555</u></u>	<u><u>330,601</u></u>	<u><u>304,101</u></u>

The notes form part of these financial statements

Adults Supporting Adults (ASA Shared Lives)

Statement of Financial Position
31 March 2022

	Notes	Unrestricted fund £	Designated £	31.3.22 Total funds £	31.3.21 Total funds £
FIXED ASSETS					
Intangible assets	10	2,070	-	2,070	5,850
Tangible assets	11	3,333	-	3,333	2,100
		<u>5,403</u>	<u>-</u>	<u>5,403</u>	<u>7,950</u>
CURRENT ASSETS					
Debtors	12	171,808	-	171,808	142,456
Cash at bank and in hand		165,364	73,555	238,919	230,639
		<u>337,172</u>	<u>73,555</u>	<u>410,727</u>	<u>373,095</u>
CREDITORS					
Amounts falling due within one year	13	(85,529)	-	(85,529)	(76,944)
		<u>251,643</u>	<u>73,555</u>	<u>325,198</u>	<u>296,151</u>
NET CURRENT ASSETS					
		<u>257,046</u>	<u>73,555</u>	<u>330,601</u>	<u>304,101</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>257,046</u>	<u>73,555</u>	<u>330,601</u>	<u>304,101</u>
NET ASSETS					
		<u>257,046</u>	<u>73,555</u>	<u>330,601</u>	<u>304,101</u>
FUNDS					
Unrestricted funds	15			<u>330,601</u>	<u>304,101</u>
TOTAL FUNDS					
				<u>330,601</u>	<u>304,101</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

The financial statements were approved and authorised for issue by the Board of Trustees and authorised for issue on 22 September 2022 and were signed on its behalf by:

The notes form part of these financial statements

Adults Supporting Adults (ASA Shared
Lives)

Statement of Financial Position - continued
31 March 2022

X 

K Phillips - Trustee

Adults Supporting Adults (ASA Shared Lives)

Statement of Cash Flows
for the Year Ended 31 March 2022

	Notes	31.3.22 £	31.3.21 £
Cash flows from operating activities			
Cash generated from operations	1	10,739	(35,436)
Net cash provided by/(used in) operating activities		<u>10,739</u>	<u>(35,436)</u>
Cash flows from investing activities			
Purchase of intangible fixed assets		-	(2,700)
Purchase of tangible fixed assets		(2,459)	(604)
Interest received		-	97
Net cash used in investing activities		<u>(2,459)</u>	<u>(3,207)</u>
Change in cash and cash equivalents in the reporting period		<u>8,280</u>	<u>(38,643)</u>
Cash and cash equivalents at the beginning of the reporting period		<u>230,639</u>	<u>269,282</u>
Cash and cash equivalents at the end of the reporting period		<u><u>238,919</u></u>	<u><u>230,639</u></u>

The notes form part of these financial statements

Adults Supporting Adults (ASA Shared Lives)

Notes to the Statement of Cash Flows for the Year Ended 31 March 2022

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.3.22 £	31.3.21 £
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	26,500	(46,188)
Adjustments for:		
Depreciation charges	5,006	8,707
Interest received	-	(97)
(Increase)/decrease in debtors	(29,352)	4,475
Increase/(decrease) in creditors	8,585	(2,333)
Net cash provided by/(used in) operations	<u>10,739</u>	<u>(35,436)</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.21 £	Cash flow £	At 31.3.22 £
Net cash			
Cash at bank and in hand	230,639	8,280	238,919
	<u>230,639</u>	<u>8,280</u>	<u>238,919</u>
Total	<u>230,639</u>	<u>8,280</u>	<u>238,919</u>

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The presentation currency of the financial statements is the Pound Sterling (£).

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. Trade debtors are recognised at the transaction price, less provision for impairment.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Trade creditors are recognised at the transaction price.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustee's meetings and reimbursed expenses.

Intangible assets

Amortisation is provided at the following annual rate in order to write off each asset over its estimated useful life.

Computer software	- 33% on cost
-------------------	---------------

Intangible assets are initially measured at costs. After initial recognition, intangible assets are measured at cost less any accumulated amortisation and any accumulated impairment losses.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on cost
Office equipment	- 33% on cost

Tangible fixed assets are held at cost less depreciation.

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2022

1. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Going concern

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

2. CHARITABLE ACTIVITIES

	31.3.22	31.3.21
	£	£
Private provision	801,848	773,401
Donations	228	8,616
Other income	26,664	34,192
Training and Consultancy	28,172	18,394
Lincolnshire County Council Service Contract	44,579	25,170
	<u>901,491</u>	<u>859,773</u>

3. INVESTMENT INCOME

	31.3.22	31.3.21
	£	£
Deposit account interest	-	97
	<u>-</u>	<u>97</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 5) £	Totals £
Staff costs	803,319	1,487	804,806
Support costs	-	70,185	70,185
	<u>803,319</u>	<u>71,672</u>	<u>874,991</u>

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2022

5. SUPPORT COSTS

	Other £	Governance costs £	Totals £
Staff costs	1,487	-	1,487
Support costs	61,903	8,282	70,185
	<u>63,390</u>	<u>8,282</u>	<u>71,672</u>

Support costs, included in the above, are as follows:

	Staff costs £	Support costs £	31.3.22 Total activities £	31.3.21 Total activities £
Other staff costs	839	-	839	972
Insurance	-	2,762	2,762	6,405
Light and heat	-	1,123	1,123	2,651
Telephone	-	15,975	15,975	14,310
Postage and stationery	-	3,880	3,880	3,519
Sundries	648	1,007	1,655	4,103
Bad debts	-	15,595	15,595	-
Rent	-	3,250	3,250	6,591
Motor expenses	-	310	310	1,471
Repairs and renewals	-	911	911	857
Training and consultancy	-	3,056	3,056	18,045
Trustees' indemnity insurance	-	1,089	1,089	1,089
Computer expenses	-	5,181	5,181	3,760
Subscriptions	-	-	-	200
Bank charges	-	2,758	2,758	2,665
Amortisation of intangible fixed assets	-	3,780	3,780	4,671
Depreciation of tangible fixed assets	-	1,226	1,226	4,036
Accountancy and legal fees	-	8,282	8,282	7,400
	<u>1,487</u>	<u>70,185</u>	<u>71,672</u>	<u>82,745</u>

6. NET INCOME/(EXPENDITURE)

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

8. STAFF COSTS

	31.3.22	31.3.21
	£	£
Wages and salaries	753,238	786,273
Social security costs	30,620	30,302
Other pension costs	19,461	26,043
	<u>803,319</u>	<u>842,618</u>

The average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was 31 (2021 - 33).

The average number of persons (including senior management team) employed by the charity during the year expressed as a head count was 69 (2021 - 72).

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

	31.3.22	31.3.21
Charitable activities	<u>69</u>	<u>72</u>

No employees received emoluments in excess of £60,000.

The total employee benefits of the key management personnel of the charity were £97,692 (2021 - £117,769).

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Designated £	Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities	859,773	-	859,773
Investment income	97	-	97
Other income	19,305	-	19,305
Total	<u>879,175</u>	-	<u>879,175</u>
EXPENDITURE ON			
Charitable activities			
Staff costs	842,664	18,971	861,635
Support costs	63,728	-	63,728

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2022

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Designated £	Total funds £
Total	906,392	18,971	925,363
NET INCOME/(EXPENDITURE)	(27,217)	(18,971)	(46,188)
RECONCILIATION OF FUNDS			
Total funds brought forward	267,763	82,526	350,289
TOTAL FUNDS CARRIED FORWARD	<u>240,546</u>	<u>63,555</u>	<u>304,101</u>

10. INTANGIBLE FIXED ASSETS

COST	Computer software £
At 1 April 2021 and 31 March 2022	<u>15,900</u>
AMORTISATION	
At 1 April 2021	10,050
Charge for year	<u>3,780</u>
At 31 March 2022	<u>13,830</u>
NET BOOK VALUE	
At 31 March 2022	<u>2,070</u>
At 31 March 2021	<u>5,850</u>

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2022

11. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Office equipment £	Totals £
COST			
At 1 April 2021	3,595	33,357	36,952
Additions	-	2,459	2,459
	<hr/>	<hr/>	<hr/>
At 31 March 2022	3,595	35,816	39,411
	<hr/>	<hr/>	<hr/>
DEPRECIATION			
At 1 April 2021	3,595	31,257	34,852
Charge for year	-	1,226	1,226
	<hr/>	<hr/>	<hr/>
At 31 March 2022	3,595	32,483	36,078
	<hr/>	<hr/>	<hr/>
NET BOOK VALUE			
At 31 March 2022	-	3,333	3,333
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 31 March 2021	-	2,100	2,100
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22 £	31.3.21 £
Trade debtors	165,219	136,986
Other debtors	1,800	2,900
Prepayments and accrued income	4,789	2,570
	<hr/>	<hr/>
	171,808	142,456
	<hr/> <hr/>	<hr/> <hr/>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22 £	31.3.21 £
Trade creditors	4,214	3,909
Social security and other taxes	6,228	6,464
Other creditors	2,296	2,436
Accrued expenses	72,791	64,135
	<hr/>	<hr/>
	85,529	76,944
	<hr/> <hr/>	<hr/> <hr/>

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2022

14. LEASING AGREEMENTS

The company had outstanding commitments in respect of operating leases at 31 March 2022 of £3,250 (2021 - £3,250).

15. MOVEMENT IN FUNDS

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General	240,546	26,500	(10,000)	257,046
Designated	63,555	-	10,000	73,555
	<u>304,101</u>	<u>26,500</u>	<u>-</u>	<u>330,601</u>
TOTAL FUNDS	<u>304,101</u>	<u>26,500</u>	<u>-</u>	<u>330,601</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	901,491	(874,991)	26,500
	<u>901,491</u>	<u>(874,991)</u>	<u>26,500</u>
TOTAL FUNDS	<u>901,491</u>	<u>(874,991)</u>	<u>26,500</u>

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General	267,763	(27,217)	240,546
Designated	82,526	(18,971)	63,555
	<u>350,289</u>	<u>(46,188)</u>	<u>304,101</u>
TOTAL FUNDS	<u>350,289</u>	<u>(46,188)</u>	<u>304,101</u>

15. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	879,175	(906,392)	(27,217)
Designated	-	(18,971)	(18,971)
	<u>879,175</u>	<u>(925,363)</u>	<u>(46,188)</u>
TOTAL FUNDS	<u>879,175</u>	<u>(925,363)</u>	<u>(46,188)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General	267,763	(717)	(10,000)	257,046
Designated	82,526	(18,971)	10,000	73,555
	<u>350,289</u>	<u>(19,688)</u>	<u>-</u>	<u>330,601</u>
TOTAL FUNDS	<u>350,289</u>	<u>(19,688)</u>	<u>-</u>	<u>330,601</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	1,780,666	(1,781,383)	(717)
Designated	-	(18,971)	(18,971)
	<u>1,780,666</u>	<u>(1,800,354)</u>	<u>(19,688)</u>
TOTAL FUNDS	<u>1,780,666</u>	<u>(1,800,354)</u>	<u>(19,688)</u>

16. RELATED PARTY DISCLOSURES

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

Duncan & Toplis Limited

K Phillips is a Trustee of Adults Supporting Adults (ASA Shared Lives) and a Director of Duncan & Toplis Limited. Payroll and other accountancy services provided amounted to £3,127 (2021 - £5,335). At the year end date, the amount due to Duncan & Toplis Limited was £835 (2021 - £594).

Adults Supporting Adults (ASA Shared Lives)

Detailed Statement of Financial Activities for the Year Ended 31 March 2022

	31.3.22 £	31.3.21 £
INCOME AND ENDOWMENTS		
Charitable activities		
Private provision	801,848	773,401
Donations	228	8,616
Other income	26,664	34,192
Training and Consultancy	28,172	18,394
Lincolnshire County Council Service Contract	44,579	25,170
	<hr/>	<hr/>
	901,491	859,773
Investment income		
Deposit account interest	-	97
Other income		
Job Retention Scheme Grants	-	19,305
	<hr/>	<hr/>
Total incoming resources	901,491	879,175
EXPENDITURE		
Charitable activities		
Wages	753,238	786,273
Social security	30,620	30,302
Pensions	19,461	26,043
	<hr/>	<hr/>
	803,319	842,618
Support costs		
Other		
Other staff costs	839	972
Insurance	2,762	6,405
Light and heat	1,123	2,651
Telephone	15,975	14,310
Postage and stationery	3,880	3,519
Sundries	1,655	4,103
Bad debts	15,595	-
Rent	3,250	6,591
Motor expenses	310	1,471
Repairs and renewals	911	857
Training and consultancy	3,056	18,045
Trustees' indemnity insurance	1,089	1,089
Computer expenses	5,181	3,760
Carried forward	55,626	63,773

This page does not form part of the statutory financial statements

Adults Supporting Adults (ASA Shared Lives)

Detailed Statement of Financial Activities for the Year Ended 31 March 2022

	31.3.22	31.3.21
	£	£
Other		
Brought forward	55,626	63,773
Subscriptions	-	200
Bank charges	2,758	2,665
Computer software	3,780	4,671
Depreciation	1,226	4,036
	<hr/>	<hr/>
	63,390	75,345
Governance costs		
Accountancy and legal fees	8,282	7,400
	<hr/>	<hr/>
Total resources expended	874,991	925,363
	<hr/>	<hr/>
Net income/(expenditure)	26,500	(46,188)
	<hr/> <hr/>	<hr/> <hr/>

This page does not form part of the statutory financial statements

ADULTS SUPPORTING ADULTS (ASA LINCS)

England & Wales - Charity number 1103725

Accounts

REGISTERED COMPANY NUMBER: 05045034 (England and Wales)
REGISTERED CHARITY NUMBER: 1103725

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2021
for
Adults Supporting Adults (ASA Shared
Lives)
(A Company Limited by Guarantee)

Prestige Accounting Limited T/A Simon Moss & Co
The Finance Centre
34a Southgate
Sleaford
Lincolnshire
NG34 7RY

Adults Supporting Adults (ASA Shared Lives)

Contents of the Financial Statements
for the Year Ended 31 March 2021

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Adults Supporting Adults (ASA Shared Lives)

Report of the Trustees
for the Year Ended 31 March 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of the company are to support the needs of adults in Lincolnshire and other counties who are vulnerable as a result of disability, mental health difficulties or age, and to provide for them as appropriate to achieve an independent and socially inclusive lifestyle as possible.

At present, ASA achieves its aims and objectives by providing the following services, which with the exception of Spriteleys are provided to individual people based on a person centred plan which keeps the focus on positive outcomes for the client:

- Day time provision
- Spriteleys (a resource that currently provides social get togethers to older people in Grantham)
- Sit2Gether
- Shop2Gether voluntary services
- Brokerage services (a resource supporting the administration of personal budgets in partnership with Penderels Trust on behalf of Lincolnshire County Council, managed funds do not form part of these accounts)

ASA's primary contract is with Lincolnshire County Council together with supporting clients in receipts of personal budgets and direct payments.

The further growth of Day Time Provision is likely to be the main focus of expected developments during the forthcoming year.

Public benefit

To benefit the public by providing information of the needs of vulnerable adults.

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

STRATEGIC REPORT

Financial review

At 31st March 2021, the charity had £304,101 of unrestricted reserves which includes £7,950 of fixed assets. £63,555 of these reserves have been designated to special reserves by the directors. These are split as follows:

- Pension provision - £35,678
- Redundancy provision - £27,877

The remaining unrestricted reserves of £240,546 have been kept at a level to fund the ongoing activities. At present represent approximately three months of admin and service costs. This is not considered excessive by the directors.

Principal funding sources

ASA's principal funding sources are its primary contract with Lincolnshire County Council together with payments received direct from clients in receipts of personal budgets and direct payments.

Adults Supporting Adults (ASA Shared Lives)

Report of the Trustees
for the Year Ended 31 March 2021

STRATEGIC REPORT

Financial review

Investment policy and objectives

ASA directors and senior management team will exercise a general duty of care when carrying out investment activities. They will consider the suitability for their charity of any investment. They will consider the need for diversification to reduce the risk of losses resulting from concentrating on particular investment, or type of investment.

Investments will be reviewed at least on an annual basis, or at such time that an investment term is complete, if sooner.

To reduce risks the directors and senior management team will consider the following when investing surplus funds:

- to invest in markets where financial services are closely regulated, and compensation schemes are in place
- to have suitably diversified investment portfolio; and
- to be particularly wary of making speculative forms of investment.

Reserves policy

It is the policy of ASA that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The directors consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue ASA's current activities whilst consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 16 February 2004 and registered as a charity on 12 May 2004. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £10.

Organisational structure

- 1) Non-executive Board of Directors
- 2) Managing Director
- 3) Operations Manager

The Operations Manager is in charge of the Area Managers for South, East and West, who in turn are in a charge of the Area Supervisors for South, East and West.

Induction and training of new trustees

Potential trustees are already familiar with the practical work of the charity having met with both the Chief Executive and Chair and attended a Trustees meeting as a guest.

Additionally, potential trustees are invited to attend operational visits / staff shadowing and receive the following documents and information:

- Induction pack including a history of the organisation and summary of services and structure
- Board member profiles
- Strategy documents and business plan
- Governance handbook
- List of policies and procedures

Existing trustees meet staff regularly and attend a minimum of one training away day per year.

Adults Supporting Adults (ASA Shared Lives)

Report of the Trustees
for the Year Ended 31 March 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Setting key management remuneration

All personal remuneration is discussed by the HR committee and a decision regarding any remuneration proposals are put to the board for authorisation.

Funds held on behalf of others

Adults Supporting Adults manage Lincolnshire County Council funds which are not part of these accounts.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
05045034 (England and Wales)

Registered Charity number
1103725

Registered office
18 Northgate
Sleaford
Lincolnshire
NG347BJ

Trustees
N Armstrong Director
N J L Horner Director
Mrs P E Railton Director
H J Sanders Director
K Phillips Director
N M Dickens Director
Miss O Armstrong Director

Independent Examiner
Simon Moss
FCCA
Prestige Accounting Limited T/A Simon Moss & Co
The Finance Centre
34a Southgate
Sleaford
Lincolnshire
NG34 7RY

Bankers
Handelsbanken
5 Henley Way
Doddington Road
Lincoln
LN6 3QR

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Adults Supporting Adults (ASA Shared Lives) for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland"

Adults Supporting Adults (ASA Shared Lives)

Report of the Trustees
for the Year Ended 31 March 2021

STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued

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 those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 business.

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 11 October 2021 and signed on the board's behalf by:



K Phillips - Trustee

5/11/21

Independent Examiner's Report to the Trustees of
Adults Supporting Adults (ASA Shared
Lives)

Independent examiner's report to the trustees of Adults Supporting Adults (ASA Shared Lives) ('the Company')
I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

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

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

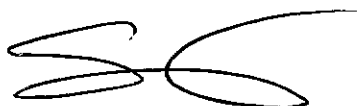
Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of FCCA which is one of the listed bodies.

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

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

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



Simon Moss
FCCA
Prestige Accounting Limited T/A Simon Moss & Co
The Finance Centre
34a Southgate
Sleaford
Lincolnshire
NG34 7RY

11 October 2021

Adults Supporting Adults (ASA Shared Lives)

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 31 March 2021

	Notes	Unrestricted fund £	Designated £	31.3.21 Total funds £	31.3.20 Total funds £
INCOME AND ENDOWMENTS FROM					
Charitable activities	2	859,773	-	859,773	911,646
Investment income	3	97	-	97	462
Other income		19,305	-	19,305	-
Total		879,175	-	879,175	912,108
EXPENDITURE ON					
Charitable activities					
Staff costs	4	842,664	18,971	861,635	1,020,989
Activities undertaken directly		-	-	-	3,611
Support costs		63,728	-	63,728	91,374
Total		906,392	18,971	925,363	1,115,974
NET INCOME/(EXPENDITURE)		(27,217)	(18,971)	(46,188)	(203,866)
RECONCILIATION OF FUNDS					
Total funds brought forward		267,763	82,526	350,289	554,155
TOTAL FUNDS CARRIED FORWARD		240,546	63,555	304,101	350,289

The notes form part of these financial statements

Adults Supporting Adults (ASA Shared Lives)

Statement of Financial Position
31 March 2021

	Notes	Unrestricted fund £	Designated £	31.3.21 Total funds £	31.3.20 Total funds £
FIXED ASSETS					
Intangible assets	10	5,850	-	5,850	7,821
Tangible assets	11	2,100	-	2,100	5,532
		<u>7,950</u>	<u>-</u>	<u>7,950</u>	<u>13,353</u>
CURRENT ASSETS					
Debtors	12	142,456	-	142,456	146,931
Cash at bank and in hand		167,084	63,555	230,639	269,282
		<u>309,540</u>	<u>63,555</u>	<u>373,095</u>	<u>416,213</u>
CREDITORS					
Amounts falling due within one year	13	(76,944)	-	(76,944)	(79,277)
		<u>232,596</u>	<u>63,555</u>	<u>296,151</u>	<u>336,936</u>
NET CURRENT ASSETS					
		<u>232,596</u>	<u>63,555</u>	<u>296,151</u>	<u>336,936</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>240,546</u>	<u>63,555</u>	<u>304,101</u>	<u>350,289</u>
NET ASSETS					
		<u>240,546</u>	<u>63,555</u>	<u>304,101</u>	<u>350,289</u>
FUNDS					
Unrestricted funds	15			304,101	350,289
TOTAL FUNDS					
				<u>304,101</u>	<u>350,289</u>

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

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

The trustees acknowledge their responsibilities for

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

The financial statements were approved and authorised for issue by the Board of Trustees and authorised for issue on 11 October 2021 and were signed on its behalf by:

The notes form part of these financial statements

Adults Supporting Adults (ASA Shared
Lives)

Statement of Financial Position - continued
31 March 2021



K Phillips - Trustee

5/11/21

The notes form part of these financial statements

Adults Supporting Adults (ASA Shared Lives)

Statement of Cash Flows
for the Year Ended 31 March 2021

	Notes	31.3.21 £	31.3.20 £
Cash flows from operating activities			
Cash generated from operations	1	(35,436)	(173,479)
Net cash used in operating activities		<u>(35,436)</u>	<u>(173,479)</u>
Cash flows from investing activities			
Purchase of intangible fixed assets		(2,700)	(6,000)
Purchase of tangible fixed assets		(604)	(2,776)
Sale of tangible fixed assets		-	394
Interest received		97	462
Net cash used in investing activities		<u>(3,207)</u>	<u>(7,920)</u>
Change in cash and cash equivalents in the reporting period		<u>(38,643)</u>	<u>(181,399)</u>
Cash and cash equivalents at the beginning of the reporting period		<u>269,282</u>	<u>450,681</u>
Cash and cash equivalents at the end of the reporting period		<u><u>230,639</u></u>	<u><u>269,282</u></u>

The notes form part of these financial statements

Adults Supporting Adults (ASA Shared Lives)

Notes to the Statement of Cash Flows for the Year Ended 31 March 2021

1. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.3.21 £	31.3.20 £
Net expenditure for the reporting period (as per the Statement of Financial Activities)	(46,188)	(203,866)
Adjustments for:		
Depreciation charges	8,707	11,102
Interest received	(97)	(462)
Decrease in debtors	4,475	19,772
Decrease in creditors	(2,333)	(25)
Net cash used in operations	<u>(35,436)</u>	<u>(173,479)</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.20 £	Cash flow £	At 31.3.21 £
Net cash			
Cash at bank and in hand	<u>269,282</u>	<u>(38,643)</u>	<u>230,639</u>
	<u>269,282</u>	<u>(38,643)</u>	<u>230,639</u>
Total	<u>269,282</u>	<u>(38,643)</u>	<u>230,639</u>

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The presentation currency of the financial statements is the Pound Sterling (£).

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. Trade debtors are recognised at the transaction price, less provision for impairment.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Trade creditors are recognised at the transaction price.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustee's meetings and reimbursed expenses.

Intangible assets

Amortisation is provided at the following annual rate in order to write off each asset over its estimated useful life.

Computer software - 33% on cost

Intangible assets are initially measured at costs. After initial recognition, intangible assets are measured at cost less any accumulated amortisation and any accumulated impairment losses.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings - 20% on cost

Office equipment - 33% on cost

Tangible fixed assets are held at cost less depreciation.

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

1. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Going concern

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

2. CHARITABLE ACTIVITIES

	31.3.21	31.3.20
	£	£
Private provision	773,401	817,941
Donations	8,616	6,285
Other income	34,192	43,911
Lincolnshire County Council Service Grant	25,170	25,273
Training and Consultancy	18,394	17,832
Profit/(loss) on sale of tangible fixed assets	-	404
	<u>859,773</u>	<u>911,646</u>

Grants received, included in the above, are as follows:

	31.3.21	31.3.20
	£	£
Lincolnshire County Council Service Grant	<u>25,170</u>	<u>25,273</u>

3. INVESTMENT INCOME

	31.3.21	31.3.20
	£	£
Deposit account interest	<u>97</u>	<u>462</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 5) £	Totals £
Staff costs	842,618	19,017	861,635
Support costs	-	63,728	63,728
	<u>842,618</u>	<u>82,745</u>	<u>925,363</u>

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

5. SUPPORT COSTS

	Other £	Governance costs £	Totals £
Staff costs	19,017	-	19,017
Support costs	56,328	7,400	63,728
	<u>75,345</u>	<u>7,400</u>	<u>82,745</u>

Support costs, included in the above, are as follows:

	Staff costs £	Support costs £	31.3.21 Total activities £	31.3.20 Total activities £
Other staff costs	972	-	972	1,165
Rates and water	-	-	-	75
Insurance	-	6,405	6,405	7,424
Light and heat	-	2,651	2,651	2,598
Telephone	-	14,310	14,310	14,503
Postage and stationery	-	3,519	3,519	5,724
Sundries	-	4,103	4,103	4,437
Rent	-	6,591	6,591	14,430
Motor expenses	-	1,471	1,471	2,470
Repairs and renewals	-	857	857	7,486
Training and consultancy	18,045	-	18,045	38,992
Trustees' indemnity insurance	-	1,089	1,089	1,089
Computer expenses	-	3,760	3,760	7,495
Subscriptions	-	200	200	1,511
Travel expenses	-	-	-	1,338
Bank charges	-	2,665	2,665	2,156
Amortisation of intangible fixed assets	-	4,671	4,671	4,191
Depreciation of tangible fixed assets	-	4,036	4,036	6,911
Accountancy and legal fees	-	7,400	7,400	8,874
	<u>19,017</u>	<u>63,728</u>	<u>82,745</u>	<u>132,869</u>

6. NET INCOME/(EXPENDITURE)

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

8. STAFF COSTS

	31.3.21	31.3.20
	£	£
Wages and salaries	786,273	839,815
Social security costs	30,302	34,656
Other pension costs	26,043	105,023
	<u>842,618</u>	<u>979,494</u>

The average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was 33 (2020 - 36).

The average number of persons (including senior management team) employed by the charity during the year expressed as a head count was 72 (2020 - 87).

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

	31.3.21	31.3.20
Charitable activities	<u>72</u>	<u>87</u>

No employees received emoluments in excess of £60,000.

The total employee benefits of the key management personnel of the charity were £117,769 (2020 - £119,352).

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Designated £	Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities	911,646	-	911,646
Investment income	462	-	462
Total	<u>912,108</u>	<u>-</u>	<u>912,108</u>
EXPENDITURE ON			
Charitable activities			
Staff costs	943,019	77,970	1,020,989
Activities undertaken directly	3,611	-	3,611
Support costs	91,374	-	91,374

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Designated £	Total funds £
Total	1,038,004	77,970	1,115,974
NET INCOME/(EXPENDITURE)	(125,896)	(77,970)	(203,866)
RECONCILIATION OF FUNDS			
Total funds brought forward	393,659	160,496	554,155
TOTAL FUNDS CARRIED FORWARD	<u>267,763</u>	<u>82,526</u>	<u>350,289</u>

10. INTANGIBLE FIXED ASSETS

COST	Computer software £
At 1 April 2020	13,200
Additions	2,700
At 31 March 2021	<u>15,900</u>
AMORTISATION	
At 1 April 2020	5,379
Charge for year	4,671
At 31 March 2021	<u>10,050</u>
NET BOOK VALUE	
At 31 March 2021	<u>5,850</u>
At 31 March 2020	<u>7,821</u>

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

11. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Office equipment £	Totals £
COST			
At 1 April 2020	3,595	32,753	36,348
Additions	-	604	604
At 31 March 2021	<u>3,595</u>	<u>33,357</u>	<u>36,952</u>
DEPRECIATION			
At 1 April 2020	3,595	27,221	30,816
Charge for year	-	4,036	4,036
At 31 March 2021	<u>3,595</u>	<u>31,257</u>	<u>34,852</u>
NET BOOK VALUE			
At 31 March 2021	<u>-</u>	<u>2,100</u>	<u>2,100</u>
At 31 March 2020	<u>-</u>	<u>5,532</u>	<u>5,532</u>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21	31.3.20
	£	£
Trade debtors	136,986	142,897
Other debtors	2,900	-
Prepayments and accrued income	2,570	4,034
	<u>142,456</u>	<u>146,931</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21	31.3.20
	£	£
Trade creditors	3,909	8,872
Social security and other taxes	6,464	8,535
Other creditors	2,436	2,431
Accrued expenses	64,135	59,439
	<u>76,944</u>	<u>79,277</u>

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

14. LEASING AGREEMENTS

The company had outstanding commitments in respect of operating leases at 31 March 2021 of £3,250 (2020 - £3,250).

15. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General	267,763	(27,217)	240,546
Designated	82,526	(18,971)	63,555
	<u>350,289</u>	<u>(46,188)</u>	<u>304,101</u>
TOTAL FUNDS	<u><u>350,289</u></u>	<u><u>(46,188)</u></u>	<u><u>304,101</u></u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	879,175	(906,392)	(27,217)
Designated	-	(18,971)	(18,971)
	<u>879,175</u>	<u>(925,363)</u>	<u>(46,188)</u>
TOTAL FUNDS	<u><u>879,175</u></u>	<u><u>(925,363)</u></u>	<u><u>(46,188)</u></u>

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
Unrestricted funds			
General	393,659	(125,896)	267,763
Designated	160,496	(77,970)	82,526
	<u>554,155</u>	<u>(203,866)</u>	<u>350,289</u>
TOTAL FUNDS	<u><u>554,155</u></u>	<u><u>(203,866)</u></u>	<u><u>350,289</u></u>

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

15. **MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	912,108	(1,038,004)	(125,896)
Designated	-	(77,970)	(77,970)
	<u>912,108</u>	<u>(1,115,974)</u>	<u>(203,866)</u>
TOTAL FUNDS	<u>912,108</u>	<u>(1,115,974)</u>	<u>(203,866)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General	393,659	(153,113)	240,546
Designated	160,496	(96,941)	63,555
	<u>554,155</u>	<u>(250,054)</u>	<u>304,101</u>
TOTAL FUNDS	<u>554,155</u>	<u>(250,054)</u>	<u>304,101</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	1,791,283	(1,944,396)	(153,113)
Designated	-	(96,941)	(96,941)
	<u>1,791,283</u>	<u>(2,041,337)</u>	<u>(250,054)</u>
TOTAL FUNDS	<u>1,791,283</u>	<u>(2,041,337)</u>	<u>(250,054)</u>

Adults Supporting Adults (ASA Shared Lives)

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

16. RELATED PARTY DISCLOSURES

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

Duncan & Toplis Limited

K Phillips is a Trustee of Adults Supporting Adults (ASA Shared Lives) and a Director of Duncan & Toplis Limited. Payroll and other accountancy services provided amounted to £5,335 (2020 - £5,277). At the year end date, the amount due to Duncan & Toplis Limited was £594 (2020 - £920).