

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:  
  
.....756FGA7Z7160G4C7.....  
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:

  
.....756FCA77160C4C7.....  
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 £
<b>Income and Endowments from:</b>				
Charitable activities	3	1,163,442	1,163,442	991,862
Investment income	4	20,112	20,112	7,654
Total income		<u>1,183,554</u>	<u>1,183,554</u>	<u>999,516</u>
<b>Expenditure on:</b>				
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
<b>Reconciliation of funds</b>				
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>
			<b>Unrestricted funds £</b>	<b>Total 2024 £</b>
	Note			
<b>Income and Endowments from:</b>				
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>
<b>Expenditure on:</b>				
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
<b>Reconciliation of funds</b>				
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.

The notes on pages 11 to 18 form an integral part of these financial statements.

**Adults Supporting Adults (ASA Shared Lives)**

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

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

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 £
<b>Cash flows from operating activities</b>			
Net cash income		49,600	20,587
<b>Adjustments to cash flows from non-cash items</b>			
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
<b>Working capital adjustments</b>			
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>
<b>Cash flows from investing activities</b>			
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
	<u>1,163,442</u>	<u>1,163,442</u>	<u>991,862</u>

## 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

		Unrestricted funds		Total	Total
	Note	Designated	General	2025	2024
		£	£	£	£
Staff costs	8	1,932	1,038,233	1,040,165	906,459
Allocated support costs		<u>3,797</u>	<u>89,992</u>	<u>93,789</u>	<u>72,470</u>
		<u>5,729</u>	<u>1,128,225</u>	<u>1,133,954</u>	<u>978,929</u>

  

		Unrestricted funds		Total	Total
		Designated	General	2025	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		<u>-</u>	<u>13,532</u>	<u>13,532</u>	<u>8,707</u>
		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	<u>5,987</u>	<u>2,739</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 £
<b>Staff costs during the year were:</b>		
Wages and salaries	977,535	855,825
Social security costs	38,405	30,375
Pension costs	<u>24,225</u>	<u>20,259</u>
	<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 No	2024 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 £
<b>Cost</b>		
At 1 April 2024	30,180	30,180
At 31 March 2025	30,180	30,180
<b>Amortisation</b>		
At 1 April 2024	17,334	17,334
Charge for the year	5,988	5,988
At 31 March 2025	23,322	23,322
<b>Net book value</b>		
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 £
<b>Cost</b>			
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
<b>Depreciation</b>			
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
<b>Net book value</b>			
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 £
<b>Land and buildings</b>		
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 £
<b>Unrestricted funds</b>					
<b>General</b>					
General Funds	302,498	1,183,554	(1,128,225)	(18,050)	339,777
<b>Designated</b>					
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>
<b>Total funds</b>	<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 £
<b>Unrestricted funds</b>					
<b>General</b>					
General Funds	282,474	999,516	(966,851)	(12,641)	302,498
<b>Designated</b>					
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>
<b>Total funds</b>	<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).