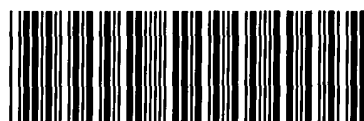


**Report of the Trustees and**  
**Audited Financial Statements for the Year Ended 30 September 2020**  
**for**  
**Anthony Toby Homes Trust**

Peter Upton  
Bridge House  
2 Bridge Avenue  
Maidenhead  
Berkshire  
SL6 1RR

TUESDAY



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COMPANIES HOUSE

**Anthony Toby Homes Trust**

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for the Year Ended 30 September 2020**

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## **Anthony Toby Homes Trust**

### **Report of the Trustees** **for the Year Ended 30 September 2020**

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 30 September 2020. 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).

The Trustees present their annual report, together with the financial statements for the year ended 30 September 2020, and confirm that they comply with the requirements of the Companies Act 2006, the charitable company's Memorandum and Articles of Association and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'. The Annual Report is also the Trustees' Report as required by Part VIII of the Charities Act 2011, and the Directors' Report as required by section 417 of the Companies Act 2006.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The organisation is a charitable company limited by guarantee, incorporated on 3 March 2004 and registered as a charity on 25 June 2004.

The company was established under a Memorandum of Association which established the objects and powers of the organisation and is governed under its Articles of Association.

##### **Recruitment and appointment of the Board of Trustees**

The directors of the company are also charity trustees for the purpose of charity law, and the current trustee board consists of 6 members. The organisation aims to maintain a broad skill mix, and accountancy, human resources, legal and business skills are represented. ATHT has an open recruitment policy and uses a range of internal and external means to recruit new trustees. In the event of particular skills being lost due to retirement, individuals with that area of knowledge would be approached to consider offering themselves for appointment. ATHT recognises the responsibilities placed on trustees by law and have a thorough induction programme in place for new trustees. Any member who puts themselves up for nomination as a trustee is interviewed by 2 trustees and undergoes an enhanced Disclosure and Barring Service check. Detailed information on the role of a trustee is provided during the induction period, as is a copy of the memorandum and articles, and latest published accounts. The NCVO Trustee and Management Committee National Occupation Standards, and Good Governance Code are made available as guidelines.

Trustees have to familiarise themselves with the Trust's homes, and to get to know the people who live at Staverton and Ashton. They also meet staff as part of their induction period. They are also encouraged to attend relevant external training courses and on line training.

Neil Harrison resigned after seventeen years as a trustee director of ATHT on 12 May 2020 and we would like to thank him for his contribution in developing the Trust.

##### **Organisational structure**

The Trustees have overall legal responsibility for the strategy taken to achieve objectives. They delegate the responsibility and authority for the operational procedures in achieving that strategy to the Trust Manager. The Trust Manager supervises the Homes Manager, who acts within a framework of policies and procedures based on current legal requirements. The homes are regulated by the Care Quality Commission.

## **Anthony Toby Homes Trust**

### **Report of the Trustees** **for the Year Ended 30 September 2020**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Risk management**

The Trustees and senior management continue to review the organisations Risk Register and Control Measures in place at dedicated meetings on a yearly basis. If a new risk is identified in between these dates a special meeting is arranged before the planned date.

##### **The principle risks identified:**

###### **- Declining number of residents resulting in falling income**

The current commissioning policy of most authorities local to the ATHT remains placing people with learning disabilities in supported living homes and not residential care homes. This should not immediately affect people who are currently supported by the Trust but does mean that there will be fewer referrals. A smaller proportion of people requiring support will be placed in residential services and it is likely that these will be people with more complex needs. In order to mitigate this risk Trustees have looked at a range of options for the future, and possible ways forward to safeguard the people living in the Trust's homes. Trustees and senior management have liaised with other organisations to draw on their experience of alternative care models and have also taken advice from a national housing advisory service for people with learning disabilities and also from a housing association. The Trust is broadly in favour of anything which gives people more choice and control over their lives and living in smaller three or four bedded homes could, with the right level of support, give people more independence and autonomy. However, any move in this direction would need to be planned and managed with extreme caution in order to ensure the future security, happiness and wellbeing of the people we support. Despite the change in local authority policy, there continues to be some local referrals to the homes as well as referrals from other authorities, so trustees will continue to assess and monitor the situation.

###### **- Local authority cuts resulting in falling income**

Our funding comes from Local Authorities and some out of County Authorities. The care sector continues to remain under financial pressure to make cut backs and this may continue to be the case for some time. The impact of Brexit remains uncertain and could further influence public spending. Trustees and senior management are monitoring the situation closely and will budget carefully to maintain the same level of service provided to residents. Collaboration and co-operation with external agencies and authorities is vital in order to maintain fee levels while at the same time providing an excellent service to the people we support. Any fee increases we receive are based on an individual needs assessment carried out by the funding authority.

###### **- Historic retrospective back payments to meet Minimum wage**

The final position regarding payment and back payment of the National Living Wage (NLW) for sleep in hours will not be known until some time after in 2021 when the Supreme Court is due to hear Unison's appeal against the Court of Appeal's ruling that the NLW does not have to be paid to staff for sleep-ins unless they are awake and working.

The Anthony Toby Homes Trust meets the NLW for sleep-in shifts and pays above this for other shifts and therefore remains confident that any back payments of monies owed to staff will be minimal if any. There are sufficient reserves in place to cover any claims against the ATHT however this is unlikely.

###### **- Staff retention and recruitment**

Recruitment and retention of the right staff has continued to be a challenge again this year and our objective has been to reduce the level of agency staff we use. The commitment and dedication of our long-term staff has been critical to the smooth running of the homes and the continued achievements of the charity during these times. We have continued to be selective with recruitment and have now almost reached our objective with a full complement of staff with relevant qualification and experience. The Trust offers a very competitive salary and leave allowance which together with enhanced sleep-in pay, training opportunities and staff support makes us confident that staff will be retained. This year we were successful in recruiting several staff to the residential team and the day opportunities team. There are still some shortfalls within the residential staff team where we use our own bank staff to back fill. We are looking at different ways of advertising.

##### **Coronavirus**

Due to the unforeseen pandemic we have experienced this year, we have maintained a robust staff team to support the people who live within ATHT though lockdown, following the government guidelines that were imposed on all residential care homes throughout 2020. There have been no confirmed cases of coronavirus recorded in the resident population due to the successful implementation of control measures.

**Report of the Trustees**  
**for the Year Ended 30 September 2020**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Trustee and staff liability, accidents to residents and staff, and damage to property and possessions**

These risks are mitigated by cover under the necessary insurance policies which are all subject to regular review by Trustees and Trust Management. All staff undergo Health and Safety training which is renewed on a 3 yearly basis to keep up with any changes. To ensure that we remain compliant with our responsibilities for health and safety at work we have engaged a company that specialises in this area to oversee our Health and Safety Policies and our Procedures. The homes have a nominated member of staff responsible for making sure that ATHT stays compliant with their recommendations.

All the people we support have detailed risk assessments, and any accidents are investigated and recorded, and records are regularly audited. Home managers carry out daily checks of the homes and sign off all risk assessments. Trust managers view all areas of the home monthly as routine, looking out for Health and Safety issues as part of this visit and in the general course of their work. Spot checks are also carried out periodically by members of our board of trustees. Health and Safety concerns are discussed in trustee and management meetings.

With the people we support their mobility needs are changing due to their age and health conditions. We are looking into purchasing stair lifts in both homes to aid ongoing mobility issues and minimise the risk of falls.

All new staff have a DBS clearance checks before commencing employment and undergo an induction period where they receive relevant training to make sure that they have the skills to support people in a safe manner. All staff received Safeguarding of Vulnerable Adults training which is renewed yearly. Staff are supported by regular supervision and mentoring from senior staff.

We have developed very good working relationships with local Authorities and other organisations that support our service to ensure that the safety and wellbeing of the people that we support is a priority. We work closely with the local safeguarding team to ensure we are up to date and following the correct procedures.

**Staff Pensions**

Anthony Toby Homes continues to participate in a Quality Workplace Pension Scheme managed through Moore Stephen Pension Master Trust. Following the merger with BDO LLP this was continued by BDO LLP Employment Benefits Group (BDOEBG). Since September 2019 the scheme has been managed by Punter Southall Aspire (PS Aspire) following their acquisition of BDOEBG.

## **Anthony Toby Homes Trust**

### **Report of the Trustees** **for the Year Ended 30 September 2020**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Objectives and Activities**

The objectives of the charity as stated in its memorandum and articles of association are:

To provide residential accommodation and recreational facilities for people with a learning disability.

In furtherance of these objectives, over this financial year the Trust has supported 16 people with a learning disability in its 2 residential homes, providing meaningful and rewarding day and leisure activities. Our approach to personalisation remains at the centre of what we do, care and support has been based on dignity and respect for rights, with a focus on each individual person's needs and wishes. The aim of the Anthony Toby Homes Trust is to create and maintain a stimulating and comfortable home environment for people with learning disabilities, a secure base from which they can live happy, healthy and meaningful lives in the community of Wokingham, fulfilling their potential in all areas and having their rights and choices respected as valued and unique individuals.

During this year we maintained a Covid free environment for both homes. The aim was to keep people safe and we isolated our smaller home during lockdown with a select few staff to minimise the risk and control the infection.

##### **Public Benefit**

The Trust aims to provide a service which benefits people with learning disabilities and their families in the local area and also further afield. Anyone from the learning disability sector of the public who qualifies as a beneficiary may be considered. The Trustees confirm that they have paid due regard to The Charity Commissions general guidance on public benefit.

The main objectives and activities of the Trust for the financial year focused on:

- To further develop information given to individuals to ensure that it is in a format that the people we support understand.
- To introduce more technology into the homes to enable people to communicate with families and friends and gather knowledge.
- To continue with the redecoration of the homes and replacement of floorings
- To review and update our website
- To increase our commitment to giving people a voice in how they wish to develop the service that we provide.
- Working with companies to provide technology to enable people to live as independent lives as much possible when out and about in the community.
- To maintain a good standard of living with in the environment with decorating and refurbishing the home to a high standard

##### **Achievements and Performance**

The main area of activity lies in the day to day running of the Trust's residential homes, Staverton and Ashton. Over the past year a secure and comfortable home has been provided for 16 people. We care a great deal about what we do and aspire to continue to provide the best service that we can by delivering care and support that is safe and of a high quality.

Work continues to be on going with the formatting of key information given to the people that we support making it meaningful and understandable, we have made good progress in this area but need to continue with this work through the coming year.

The Trust has purchased ipads which have given people independence in accessing information and improved communication skills, some people have now purchased their own which has been very enabling for them. The use of ipads and computers have proved a very effective way for people with learning disabilities to gain knowledge about things that interest them and give them the autonomy to make informed choices about a variety of things including holidays and things they wish to purchase. This is invaluable as a tool for them to keep in contact with family and friends during lockdown due to the restrictions of visitors to the home.

Home improvement work on both homes has been positive this year with a complete renovation of the kitchen at Ashton. Since the year end double glazed windows on the second floor of Staverton and two bedrooms on the ground floor have been replaced. Carpets will be replaced in both homes when required, and new furniture purchased this coming financial year. All furniture and fittings within the homes are of a very good standard.

## **Anthony Toby Homes Trust**

### **Report of the Trustees** **for the Year Ended 30 September 2020**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The people that we support continue to be actively involved and have a say in how the service is run and are kept informed of any potential changes. Discussions take place in the monthly resident's meetings to consider matters of concern and review progress made. Residents are given the opportunity to voice their opinions on how the running of the service could be improved and ways are looked at on how the service could be more person centred. Through these meetings people have had a lot of input in planning a summer party and a Christmas party for their friends and families. Decisions have also been made about new purchases for the homes and gardens. The people supported are involved in the recruitment of potential new staff by meeting with them at the interview stage and asking any questions, feedback is sort following recruitment.

Work has continued to further develop care plans in formats that are meaningful to individuals and our day support team are working on producing all individual plans in pictorial formats. People have been supported with their gardening projects and have taken great pride in the flowers and vegetables that they have grown. Raised garden troughs have been purchased to enable everyone to have the opportunity to participate if they wish. Those people who have wanted to go on a holiday have been supported to do so and those that choose not to have been supported to go on interesting days out.

Our aim is to support each person to have a happy and meaningful life and to have presence in their local community and have access to all local facilities including healthcare. A variety of activities are available to each person, choices have included bowling, rambling, swimming, exercise classes, golf, computers, pottery, singing, photography, and cookery, plus voluntary work. As well as the regular activities people have been supported to go on planned special day trips and evening trips to the theatre and exhibitions and to visit their families.

#### **Our focus this coming year.**

- Continue work to make information available to everyone in formats that they understand.
- Continue to ensure the safety of residents and staff by maintaining measures to control coronavirus in both homes
- Continue to provide a high-quality service giving people a voice in things that matter to them.
- To review the home vehicles to make sure they are suitable to allow people mobility restrictions to access their community.
- Completion of our website by Nov 2020.
- To continue to provide a high quality service that meets the needs of people that live at Staverton and Ashton.
- To have Positive Behaviour Support training in place by Jan 2021.
- To continue with making information easy read for the people that live with the trust and in a format that works for them and have ownership of the care plans.
- To continue with our annual summer BBQ and Christmas parties and all other events through the year, celebrating success and achievements. and involving residents relatives and friends.

The Care Quality Commission which set clear standards below which care must never fall below and includes a statutory fit and proper person's requirement for directors. ATHT is fully compliant with CQC which has been confirmed by the unannounced inspection reports for both homes. Both homes have been rated as Good. Ashton was inspected by CQC this year. Funding authorities attend regular reviews of the support they fund for individuals and other key people involved in people's lives are also invited to attend.

In addition to official inspection reports the trustees carry out unannounced inspection visits to the homes on a planned timetable during the year.

Over this last financial year, the Trust has supported its staff team with continuous professional development, we continue to mainly use on-line training due to its cost effectiveness and ease to which staff can access training needs. Specialised in house training is also provided when necessary or for any other identified training needs. PCP person centred training was well received and staff gave good positive feedback

ATHT is committed to treating all its employees and job applicants equally, and by promoting the homes as great places to work we have staff who are proud of their work and we therefore continue to reach our goals. We have engaged with an external professional trainer to support our staff by organising a team building day, so we can further develop our team and their achievements in a positive and caring environment.

**Report of the Trustees**  
**for the Year Ended 30 September 2020**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

Listening to people and involving them in decision making and the views of the people supported, the staff team and others involved in the care given are very important to us, we seek to hear these views through yearly feedback questionnaires, participation in meetings and good communication. An independent advocate meets with each person we support privately to support them to fill in user friendly feedback forms and together with completed staff and family questionnaires any problems or concerns are addressed.

Feedback this year has been very positive with lots of compliments from family members.

Homes Committee meetings are held where everyone has the opportunity to attend. The Homes Committee consists of a Trust management representative, home management representative, family members, and community representatives. This committee provides an informal evaluation of the activities of the Trust, gives suggestions and ideas, and provides links with outside agencies. Everyone living in the homes meets with an independent advocate prior to the meeting, they then attend the meeting with them supporting them to speak up about any issues that they might have or just to talk about what they have been doing and what they enjoy. This has given people more confidence in speaking up and also the empowerment to raise any issues which they are not happy about. The meetings are also a good way to share information and keep up to date about changes within the community and facilities available. This has been unable to happen this year due to the Covid restrictions, but our aim is to start this up again in the new year.

The Christmas and Summer parties are usually very successful events with good attendance from families and friends. Unfortunately, the summer party this year did not take place as we were in lockdown.

Progress over the past year again has been very positive. The people supported by the Trust have benefited from consistent, reliable and personalised staff care and support, from a comfortable and welcoming home, and from an extensive choice of leisure and social activities in their local community.

**FINANCIAL REVIEW**

The Trust made an overall surplus this year of £59,097 (2019: £33,993). The Trust has budgeted for a small surplus after depreciation over the coming year.

**Remuneration of management staff excluding pension contributions.**

Management salaries are set in line with local government pay scales with adjustments for long service and levels of responsibility.

**Reserves Policy**

During the year the net assets of the charity have remained consistent with the prior year, with a final reserves figure of £3,889,254, which is represented by unrestricted reserves. The element of the reserves which is not represented by the fixed assets (free reserves) necessary for the operation of the charity is £1,597,872.

The homes must offer stability, so adequate contingency funds should always be available. The level of reserves is important in the strategic planning of the Trust, in case of key changes to the organisation, e.g. the number of residents and staff, the extent of funding, and possible moves to supported living.

The Reserves Policy is reviewed quarterly by the Trustees and they consider what the risks could be and the financial impact that they might have. After due consideration the Trustees have reduced its free reserves in a manageable way with a combination of short term savings bonds and investment property. This has reduced cash reserves below one year's expenditure, but they are still substantial and in the event of an emergency one of the investment properties could be sold. The rationale behind this decision was because returns from rent were better than on savings accounts, and the additional property would give greater flexibility if the Trust needs to change support in the future in the event of declining numbers of residents.

**Principal Funding Sources**

People who use the service provided by the Trust are funded by their local authorities, and this remains the principal source of funds. Discussions regularly take place between Trust management and local authorities, with the aim of achieving a realistic fee level as individual support needs increase. In the current financial climate local authorities no longer automatically offer fee increases in line with inflation, and any increase due to changing needs is now more difficult to negotiate.



**Anthony Toby Homes Trust**

**Report of the Trustees**  
**for the Year Ended 30 September 2020**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Investment policy**

It is the Trustees policy that investments should be maintained in low risk assets such as cash and freehold property. The Trust's cash reserves are spread over 6 banks to reduce the risk of all cash reserves being deposited with one bank.

Investment income generated from banks this year was £5,535 (2019: £5,044)

The Trust will continue to adopt a prudent low risk strategy with regard to investments and monitor closely any changes in the financial environment which may affect reserves. Although interest rates for funds deposited are now very low, Trustees endeavour to obtain the best current rates for investments.

The Trust is forecasting a small surplus for the next financial year and has sufficient facilities available to enable the continuing smooth running of the homes. The Board of Trustees believe that there are reasonable financial resources to continue the successful operation of the charity.

**Plans for future periods**

The Trust will continue the activities outlined above in the forthcoming year. Trustees and managers will continue to monitor the service provided on a regular basis to ensure that we deliver all necessary regulatory outcomes to the highest level, and that we continue to meet levels of criteria set by CQC. Our focus will be to continue to provide a high-quality service promoting best practice to give the best possible outcomes to the people that we support. We will continue to listen to the people who use our service and promote their wishes in how they wish to live their lives valuing their choices and decisions. We will continue to work with families and friends to look for ongoing improvements. We will continue to recruit staff with skills to meet the needs of individuals who can share our passion for giving people choices and a voice..

**Anthony Toby Homes Trust**

**Report of the Trustees**  
**for the Year Ended 30 September 2020**

**Registered Charity number**  
1104552

**Registered office**  
The Old Coroner's Court  
No.1 London Sreet  
Reading  
Berkshire  
RG1 4QW

**Trustees**  
D W Baker  
N A Harrison (resigned 20.5.20)  
R Mason  
Miss G M White  
N A Dunlop  
G E Fisher

**Company Secretary**  
Mrs S E Vandersteen

**Senior Statutory Auditor**  
Peter Upton

**Auditors**  
Peter Upton  
Bridge House  
2 Bridge Avenue  
Maidenhead  
Berkshire  
SL6 1RR

**Solicitors**  
Field Seymour Parkes  
No. 1 London Street  
Reading  
Berkshire  
RG1 4QW

**Anthony Toby Homes Trust**

**Report of the Trustees**  
**for the Year Ended 30 September 2020**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Bankers**

Barclays Bank plc  
Leicester  
Leicestershire  
LE87 2BB

Shawbrook Bank Limited  
Lutea House  
Warley Hill Business Park  
The Drive,  
Great Warley  
Brentwood  
Essex  
CM13 3BE

United Trust Bank  
One Roper Street  
London  
EC2Y 9AW

Aldermore Bank  
Western House  
Lynch Wood  
Peterborough  
PE2 6FZ7

Hampshire Trust Bank  
PO Box 74003  
London EC2P 2QR

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Trustees (who are also the directors of Anthony Toby Homes Trust 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).

Company laws 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 the financial statements, the trustees are required to:-

- select suitable accounting policies and then apply them consistently;
- observe the methods and policies in the Charity SORP
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statement 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.

So far as the Trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information.

Anthony Toby Homes Trust

Report of the Trustees  
for the Year Ended 30 September 2020

**AUDITORS**

The auditors, Peter Upton, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 10/02/21 and signed on its behalf by:

R Mason

Trustee

**Report of the Independent Auditors to the Members of  
Anthony Toby Homes Trust**

**Opinion**

We have audited the financial statements of Anthony Toby Homes Trust (the 'charitable company') for the year ended 30 September 2020 which comprise the Statement of Financial Activities, the Statement of Financial Position, the 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 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'.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 September 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'; 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 Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

**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 Report of the Independent Auditors 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.

**Opinions on other matters prescribed by the Companies Act 2006**

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

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

**Report of the Independent Auditors to the Members of  
Anthony Toby Homes Trust**

**Matters on which we are required to report by exception**

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

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; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

**Responsibilities of trustees**

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

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

**Our 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 a Report of the Independent Auditors 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.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

**Use of our report**

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



Peter Upton (Senior Statutory Auditor)  
for and on behalf of Peter Upton  
Bridge House  
2 Bridge Avenue  
Maidenhead  
Berkshire  
SL6 1RR

Date: 16 February 2021

**Anthony Toby Homes Trust**

**Statement of Financial Activities**  
**for the Year Ended 30 September 2020**

		30.9.20 Unrestricted funds £	30.9.19 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>	Notes		
Donations and legacies	3	5,586	3,679
<b>Charitable activities</b>	5		
Charitable income		962,496	859,262
Investment income	4	36,795	42,244
<b>Total</b>		<u>1,004,877</u>	<u>905,185</u>
<b>EXPENDITURE ON</b>			
<b>Raising funds</b>			
Raising donations and legacies	6	6,004	4,071
		<u>6,004</u>	<u>4,071</u>
<b>Charitable activities</b>	7		
Charitable expenditure		944,016	856,050
Other		-	11,070
<b>Total</b>		<u>950,020</u>	<u>871,191</u>
<b>NET INCOME</b>		<u>54,857</u>	<u>33,994</u>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		3,830,247	3,796,253
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>3,885,104</u></u>	<u><u>3,830,247</u></u>

The notes form part of these financial statements

**Anthony Toby Homes Trust**

**Statement of Financial Position**  
**30 September 2020**

	Notes	30.9.20 Unrestricted funds £	30.9.19 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	12	2,291,381	2,300,089
<b>Investments</b>			
Investments	13	461,617	455,591
Investment property	14	895,000	895,000
		<hr/>	<hr/>
		3,647,998	3,650,680
 <b>CURRENT ASSETS</b>			
Debtors	15	73,827	68,229
Cash at bank and in hand		221,121	147,124
		<hr/>	<hr/>
		294,948	215,353
 <b>CREDITORS</b>			
Amounts falling due within one year	16	(57,842)	(35,786)
		<hr/>	<hr/>
<b>NET CURRENT ASSETS</b>		237,106	179,567
		<hr/>	<hr/>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		3,885,104	3,830,247
		<hr/>	<hr/>
<b>NET ASSETS</b>		3,885,104	3,830,247
		<hr/>	<hr/>
<b>FUNDS</b>	17		
Unrestricted funds:			
General fund		3,756,454	3,701,597
Revaluation reserve Fund		128,650	128,650
		<hr/>	<hr/>
		3,885,104	3,830,247
		<hr/>	<hr/>
<b>TOTAL FUNDS</b>		3,885,104	3,830,247
		<hr/>	<hr/>

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

The financial statements were approved by the Board of Trustees and authorised for issue on 16/02/21 and were signed on its behalf by:

  
.....  
Trustee



**Anthony Toby Homes Trust**

**Statement of Cash Flows**  
**for the Year Ended 30 September 2020**

	Notes	30.9.20 £	30.9.19 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	118,816	88,977
Net cash provided by operating activities		<u>118,816</u>	<u>88,977</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(40,793)	(2,710)
Purchase of fixed asset investments		(6,026)	(118,966)
Sale of tangible fixed assets		2,000	-
Net cash used in investing activities		<u>(44,819)</u>	<u>(121,676)</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<u>73,997</u>	<u>(32,699)</u>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>147,124</u>	<u>179,823</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><u>221,121</u></u>	<u><u>147,124</u></u>

The notes form part of these financial statements

**Anthony Toby Homes Trust**

**Notes to the Statement of Cash Flows**  
**for the Year Ended 30 September 2020**

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

	30.9.20 £	30.9.19 £
Net income for the reporting period (as per the Statement of Financial Activities)	54,857	33,994
Adjustments for:		
Depreciation charges	49,501	42,739
(Profit)/loss on disposal of fixed assets	(2,000)	1,012
(Increase)/decrease in debtors	(5,598)	35,523
Increase/(decrease) in creditors	22,056	(24,291)
Net cash provided by operations	<u>118,816</u>	<u>88,977</u>

**2. ANALYSIS OF CHANGES IN NET FUNDS**

	At 1.10.19 £	Cash flow £	At 30.9.20 £
Net cash			
Cash at bank and in hand	<u>147,124</u>	<u>73,997</u>	<u>221,121</u>
	<u>147,124</u>	<u>73,997</u>	<u>221,121</u>
Total	<u>147,124</u>	<u>73,997</u>	<u>221,121</u>

**Notes to the Financial Statements**  
**for the Year Ended 30 September 2020**

**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, with the exception of investments which are included at market value.

**Incoming resources**

Donations and other forms of voluntary income are recognised in the financial statements when receivable.

Income from government and other public authorities is recognised on an accruals basis.

Resident fees are recognised in the financial statements on an accrual basis.

**Charitable activities**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Resources are expended in the furtherance of the charity's objectives, to provide food, accommodation and welfare for the residents of the Trust's residential properties and to maintain and improve those properties.

**Governance costs**

Governance costs consist of costs incurred in ensuring compliance with constitutional and statutory requirements, and in ensuring public accountability.

**Tangible fixed assets**

Tangible assets are stated at cost (or deemed cost) less accumulated depreciation.

Land and buildings include freehold property which is stated at deemed cost, being the valuation at the date of transition to FRS102 (01 October 2015), less accumulated depreciation. The charitable company previously adopted a policy of revaluing freehold land and buildings and they were stated at their revalued amount less any subsequent depreciation.

Depreciation is provided at the following annual rates in order

Freehold properties, excluding land	- 2% straight line
Investment property	- Nil
Furniture and equipment	- 10% straight line
Computer equipment	- 33% straight line
Motor Vehicles	- 20% straight line

Replacement furnishings and equipment and other capital expenditure not exceeding £500 per item is written off as part of resources expended and not capitalised.

**Investments**

The trustees have adopted a prudent low risk strategy with regards to investments, such that cash is invested in bank deposit bonds that have a low rate of return at between 0% to 2% and generally have a year before maturity. All cash reserves are held in several bank accounts.

**Investment properties**

Investment properties are held to earn rentals and for capital appreciation. They are valued at market value as at the balance sheet date. Gains or losses arising from changes in the fair value of investment property are included in the profit and loss for the period in which they arise. Rental income is recognised in the period to which it relates.

**Notes to the Financial Statements - continued**  
**for the Year Ended 30 September 2020**

**1. ACCOUNTING POLICIES - continued**

**Taxation**

The company is a registered charity, and as such is entitled to tax exemptions on income and gains, properly applied for its charitable purposes.

**Fund accounting**

The funds constitute unrestricted funds which are available for use at the discretion of the trustees, in furtherance of the general objectives of the charity which have not been designated for other purposes.

**Defined contribution pension plans**

The charitable company operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the charitable company pays fixed contributions into a separate entity. Once the contributions have been paid the charitable company has no further payment obligations. The contributions are recognised as an expense when they are due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the charitable company in independently administered funds.

**Financial instruments**

the charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value subsequently measured at their settlement value.

Trade debtors are amounts due from local authorities for services performed in the ordinary course of business. Trade debtors are recognised at the undiscounted amount of cash receivable, which is normally the invoice price.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as creditors falling due within one year if payment is due within one year or less. If not, they are presented as creditors falling due after one year. Trade creditors are recognised at the undiscounted amount owed to the supplier, which is normally the invoice price.

**2. SIGNIFICANT ESTIMATES AND JUDGEMENTS**

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

The charitable company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The Trustees believe that the key area where estimates are involved is the valuation of the investment properties. This area has a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

**3. DONATIONS AND LEGACIES**

	30.9.20	30.9.19
	£	£
Donations	5,586	3,679
	<u>          </u>	<u>          </u>

**Anthony Toby Homes Trust**

**Notes to the Financial Statements - continued**  
**for the Year Ended 30 September 2020**

**4. INVESTMENT INCOME**

	30.9.20	30.9.19
	£	£
Rents received	30,764	37,200
Bank deposit interest	6,031	5,044
	<u>36,795</u>	<u>42,244</u>

**5. INCOME FROM CHARITABLE ACTIVITIES**

	Activity	30.9.20	30.9.19
		£	£
Residential fees	Charitable income	812,950	733,746
Client contributions to care	Charitable income	873	4,846
Day support fees	Charitable income	114,038	112,616
Residents contribution	Charitable income	14,474	8,054
Infection Control Grant	Charitable income	20,161	-
		<u>962,496</u>	<u>859,262</u>

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

	30.9.20	30.9.19
	£	£
Infection Control Grant	<u>20,161</u>	<u>-</u>

**6. RAISING DONATIONS AND LEGACIES**

	30.9.20	30.9.19
	£	£
Investment management costs	<u>6,004</u>	<u>4,071</u>

**7. CHARITABLE ACTIVITIES COSTS**

	Direct Costs	Support costs (see note 8)	Totals
	£	£	£
Charitable expenditure	<u>934,387</u>	<u>9,629</u>	<u>944,016</u>

**8. SUPPORT COSTS**

	Finance	Governance costs	Totals
	£	£	£
Charitable expenditure	<u>95</u>	<u>9,534</u>	<u>9,629</u>

**Notes to the Financial Statements - continued**  
**for the Year Ended 30 September 2020**

**9. NET INCOME/(EXPENDITURE)**

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

	30.9.20	30.9.19
	£	£
Auditors' remuneration	4,200	4,200
Depreciation - owned assets	49,501	42,739
Surplus/(deficit) on disposal of fixed assets	(2,000)	1,012
	<u>          </u>	<u>          </u>

**10. TRUSTEES' REMUNERATION AND BENEFITS**

No remuneration was paid to any Trustee during the year. Expenses totalling £Nil (2019: £Nil) were reimbursed to the Trustees in respect of travelling and out-of-pocket expenses incurred while acting as Trustees for the charity.

There are two Trustees who have relatives at the home, however, there was no benefit to the trustees as these relatives did not receive preferential rates.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 30 September 2020 nor for the year ended 30 September 2019.

**11. STAFF COSTS**

	30.9.20	30.9.19
	£	£
Wages and salaries	551,648	548,162
Social security costs	45,787	41,254
Other pension costs	9,833	8,386
	<u>          </u>	<u>          </u>
	<u>607,268</u>	<u>597,802</u>

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

	30.9.20	30.9.19
Management	3	3
Finance and office	1	1
Care and residents work	24	25
	<u>          </u>	<u>          </u>
	<u>28</u>	<u>29</u>

One employee received emoluments of more than £60,000 per annum (£61,212).

The total of employee benefits (salary and employers pension contribution) paid to the senior leadership team in the year totalled £160,371 (2019: £131,958).

**Anthony Toby Homes Trust**

**Notes to the Financial Statements - continued**  
**for the Year Ended 30 September 2020**

**12. TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Motor vehicles £	Computer equipment £	Totals £
<b>COST</b>					
At 1 October 2019	2,250,000	243,244	53,988	5,496	2,552,728
Additions	-	13,783	23,690	3,320	40,793
Disposals	-	-	(24,643)	-	(24,643)
At 30 September 2020	2,250,000	257,027	53,035	8,816	2,568,878
<b>DEPRECIATION</b>					
At 1 October 2019	66,000	129,955	51,589	5,095	252,639
Charge for year	16,500	24,557	7,137	1,307	49,501
Eliminated on disposal	-	-	(24,643)	-	(24,643)
At 30 September 2020	82,500	154,512	34,083	6,402	277,497
<b>NET BOOK VALUE</b>					
At 30 September 2020	2,167,500	102,515	18,952	2,414	2,291,381
At 30 September 2019	2,184,000	113,289	2,399	401	2,300,089

The charitable company applied the transitional arrangements of section 35 of FRS 102 and used a valuation at 01 October 2015 as the deemed cost for freehold properties. The properties are being depreciated from the transition date.

Analysis of the land and buildings valued at the date of transition to FRS 102 using the deemed cost exemption:

	2019 £	2018 £
Historical cost equivalent	809,161	809,161
Revaluation	1,440,839	1,440,839
	<u>2,250,000</u>	<u>2,250,000</u>

**13. FIXED ASSET INVESTMENTS**

	30.9.20 £	30.9.19 £
Other	<u>461,617</u>	<u>455,591</u>

There were no investment assets outside the UK.

Investments (neither listed nor unlisted) were as follows:

	30.9.20 £	30.9.19 £
Deposit accounts	<u>461,617</u>	<u>455,591</u>

**Anthony Toby Homes Trust**

**Notes to the Financial Statements - continued**  
**for the Year Ended 30 September 2020**

**14. INVESTMENT PROPERTY**

	£
<b>FAIR VALUE</b>	
At 1 October 2019	
and 30 September 2020	895,000
<b>NET BOOK VALUE</b>	
At 30 September 2020	895,000
At 30 September 2019	895,000
Historical cost of property	716,350

The investment properties have been valued by the trustees with reference to local property prices and Land Registry indices.

**15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	30.9.20	30.9.19
	£	£
Trade debtors	56,243	52,013
Other debtors	330	1,069
Prepayments and accrued income	17,254	15,147
	73,827	68,229

**16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	30.9.20	30.9.19
	£	£
Trade creditors	4,160	1,723
Social security and other taxes	8,259	12,300
Other creditors	3,351	3,694
Deferred income	20,383	11,062
Accrued expenses	21,689	7,007
	57,842	35,786

Deferred income relates to residents' fees invoiced in advance for residential care provided in October 2020.

Balance at 1 October 2019	11,062	11,162
Amount invoiced during the year	936,308	846,262
Amount due for the year	(926,987)	(846,362)
Balance at 30 September 2020	20,383	11,062



**Anthony Toby Homes Trust**

**Notes to the Financial Statements - continued**  
**for the Year Ended 30 September 2020**

**17. MOVEMENT IN FUNDS**

	At 1.10.19 £	Net movement in funds £	At 30.9.20 £
<b>Unrestricted funds</b>			
General fund	3,701,597	54,857	3,756,454
Revaluation reserve Fund	128,650	-	128,650
	<hr/>	<hr/>	<hr/>
	3,830,247	54,857	3,885,104
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>3,830,247</u>	<u>54,857</u>	<u>3,885,104</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	1,004,877	(950,020)	54,857
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>1,004,877</u>	<u>(950,020)</u>	<u>54,857</u>

**Comparatives for movement in funds**

	At 1.10.18 £	Net movement in funds £	At 30.9.19 £
<b>Unrestricted funds</b>			
General fund	3,667,603	33,994	3,701,597
Revaluation reserve Fund	128,650	-	128,650
	<hr/>	<hr/>	<hr/>
	3,796,253	33,994	3,830,247
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>3,796,253</u>	<u>33,994</u>	<u>3,830,247</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	905,185	(871,191)	33,994
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>905,185</u>	<u>(871,191)</u>	<u>33,994</u>

**Anthony Toby Homes Trust**

**Notes to the Financial Statements - continued**  
**for the Year Ended 30 September 2020**

**18. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 30 September 2020.

**19. INDEMNITY INSURANCE**

In accordance with powers contained within the Articles of Association, the Trust has taken out Trustees, Directors, and Officers, indemnity insurance. The cost of this indemnity insurance is included in the total insurance cost of £9,229 (2019: £8,388).

**20. CAPITAL COMMITMENTS**

At the year end the charitable company had capital commitments of £Nil (2019: £Nil).

**Anthony Toby Homes Trust**

**Detailed Statement of Financial Activities**  
**for the Year Ended 30 September 2020**

	30.9.20 £	30.9.19 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	5,586	3,679
<b>Investment income</b>		
Rents received	30,764	37,200
Bank deposit interest	6,031	5,044
	<hr/> 36,795	<hr/> 42,244
<b>Charitable activities</b>		
Residential fees	812,950	733,746
Client contributions to care	873	4,846
Day support fees	114,038	112,616
Residents contribution	14,474	8,054
Infection Control Grant	20,161	-
	<hr/> 962,496	<hr/> 859,262
<b>Total incoming resources</b>	<hr/> 1,004,877	<hr/> 905,185
<b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Investment management costs	6,004	4,071
<b>Charitable activities</b>		
Wages	546,962	542,075
Social security	45,260	40,601
Pensions	9,712	8,256
Other staff costs	1,264	1,548
Residents and care costs	25,405	18,690
Provisions and household	44,438	40,278
Premises and general expenses	55,172	52,066
Travel costs	6,960	8,590
Training	2,670	4,358
Office costs	19,045	11,500
Insurance	9,229	8,388
CSC Inspection fee	1,947	1,995
Professional fees	4,608	7,806
Recruitment costs	6,776	3,926
Agency costs	103,386	62,132
Infection Control	4,052	-
Depn of freehold property	16,500	16,500
Depn of fixtures & fittings	24,557	23,640
Depn of motor vehicles	7,137	2,399
Depn of computer equipment	1,307	200
Loss on sale of tangible fixed assets	(2,000)	1,012
	<hr/> 934,387	<hr/> 855,960

This page does not form part of the statutory financial statements

**Anthony Toby Homes Trust**

**Detailed Statement of Financial Activities**  
**for the Year Ended 30 September 2020**

	30.9.20 £	30.9.19 £
<b>Support costs</b>		
<b>Finance</b>		
Bank charges	95	90
<b>Governance costs</b>		
Wages	4,686	6,087
Social security	527	653
Pensions	121	130
Auditors' remuneration	4,200	4,200
	<hr/> 9,534	<hr/> 11,070
Total resources expended	<hr/> 950,020	<hr/> 871,191
Net income	<hr/> <hr/> 54,857	<hr/> <hr/> 33,994