

**EXETER GATEWAY CENTRE**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

## LEGAL AND ADMINISTRATIVE DETAILS

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REGISTRATION NUMBER: 1111396

PRINCIPAL/REGISTERED  
ADDRESS:

The Exchange  
Mount Pleasant Road  
Mount Pleasant  
Exeter  
EX4 7AE

### LEGAL STATUS

The charity and its operations are governed by a constitution adopted on 17 March 2005.

TRUSTEES:

Mrs H Foster (Chair)

Mr A Morgan (Treasurer)

Mrs R Leveridge

Miss L Manion

Mrs E Walsh

Mr C Jones (Appointed 17/07/2020)

BANKERS:

Lloyds Bank Plc  
16 Highridge Road  
Bishopsworth  
Bristol  
BS13 8HA

ACCOUNTANTS:

Karen Churchward (MAAT)

## TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

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### 1. AIMS

The aim of the Exeter Gateway Centre (registered Charity 1111396) is to provide social and recreational activities and support for people with learning disabilities and to provide a safe and welcoming environment for them to meet.

### 2. BACKGROUND AND FINANCING

In January 2018 we launched our fundraising campaign to raise £110,000 to both extend and refurbish the Centre, the reason being that following the closure of some local services, demand for places at Exeter Gateway is steadily rising. Also, the needs of some members have become complex, with some requiring a carer to stay with them throughout the session and some needing wheelchair space. Having reached the fundraising target in early 2019 the building project was completed by July.

The Centre now boasts a new reception area, cloakroom facilities, accessible toilets, a bright and light flexible work space, an outdoor covered area and a large storage shed. These improvements enable us to increase the number of members who can attend each day, to be more inclusive and to widen the range of activities. It was a milestone in Exeter Gateway's development as a major day-care centre and hub for adults with a learning disability in the area.

The new facilities gave us the confidence to open on a fourth day, starting in September 2019, this increased capacity has met a need among the community.

Unfortunately, following that outstanding year the Centre had to close temporarily at the end of March 2020, because of the pandemic. From then until July 2021 there have been several long periods of lockdown interspersed with re-openings, when permitted. The openings were carefully planned by the Centre manager, and carried out in accordance with national regulations together with the approval of DCC.

Until very recently, social distancing has limited numbers to 12 members; there are strict rules about movement inside the building and hygiene procedures.

Looking ahead there are very positive signs, numbers are gradually rising (both current members returning when vaccinated and confident, as well as some new members) and we are also able to offer a wider range of activities. Our current staff are very experienced, and will soon be joined by a new Senior Support Worker.

We have many reasons to be optimistic!

### 3. STAFFING

During February 2020, following the resignation of our then manager Eileen Rosamond, due to a bad injury to her ankle, Daryl Boatman was appointed Centre Manager, having worked as Senior Support Worker for several years. Debbie Woodley and Jonathan Townhill continue as Support Workers, with Jane Hoare providing cover when required.

An Activities Coordinator and second-in-command has just been recruited and will start work later during July 2021.

Exeter College continues to provide work-experience students.

The Centre provides a four-day service for a group of up to 30 clients with learning difficulties per session. Activities provided include:

- Computer usage
- Baking and cooking and preparing meals
- Art and crafts
- Growing plants in greenhouse and outside beds

- Educational games
- Crown green bowling
- Seasonal activities
- An "Out and About" programme of outings, often using public transport#
- Woodwork and 'upcycling' of small items of furniture
- Drama

Music

Pool

Through a programme of consultation with members, carers, staff and trustee, we continue to strive to enhance and expand the above range of activities.

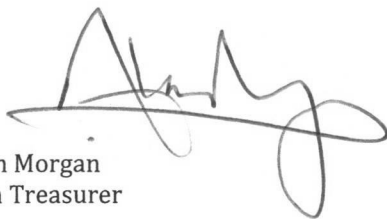
#### 4 TRUSTEES

Trustees are elected at the AGM held in July. The Charity's policy formulation and general management is directed by the Executive Committee of Trustees which meets approximately every six weeks. We are affiliated to Royal Mencap and also accept their articles of governance and adopt their policy statements as appropriate for our Centre. No remuneration is paid to the officers of the Charity; expenses are claimed as required.

#### 5 RISK ASSESSMENT

Over the last 5 years the fees have been raised only every 2 years, most recently to £24 per session from 1st April 2020. Each fee rise does not result in a drop in numbers, in fact numbers are rising steadily

Adopted at the AGM on 07 July 2021 and signed on behalf of the Trustees by



Alan Morgan  
Hon Treasurer

**INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 31 MARCH 2021**

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I report on the accounts of the Trust for the year ended 31 March 2021 which are set out on pages 6 to 9

*Respective responsibilities of trustees and examiner*

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 43(3)(a) of the 1993 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act); and
- To state whether particular matters have come to my attention.

*Basis of independent examiners' report*

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

*Independent examiners' statement*

In connection with my examination, no matter has come to my attention:

- (1) Which gives me reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with s41 of the 1993 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 1993 Act have been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Karen Churchward (MAAT)  
69 Farm Hill  
Exeter  
EX4 2LW  
Date: 07 July 2021

FOR THE YEAR ENDED 31 MARCH 2021

**No. 1 Account**

**RECEIPTS**

**Donations, legacies and other similar receipts**

	Notes	Year Ended 31/03/2021	Year Ended 31/03/2020
		£	£
Charitable Donations		0	6,550
Grants/Fundraising	1	0	965
Operating activities to further to Charities Objectives		51,397	83,750
<b>TOTAL RECEIPTS</b>		<b>51,397</b>	<b>91,565</b>

**PAYMENTS**

**Direct Charitable Expenditure**

Salaries and Expenses [net of Furlough receipts £23,242} 2		33,686	60,802
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**Other Expenditure**

Management and Administration – incl Property R&R	3	8,196	13,701
New Equipment Purchased		0	0
Professional Fees – incl New Build	4	2,300	17,320
Depreciation	5	0	0
		<u>10,496</u>	<u>31,021</u>
		<u>(44,182)</u>	<u>(91,823)</u>

Net Receipts/ (Payments) for the year		<b><u>7,215</u></b>	<b><u>(258)</u></b>
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**NEW BUILD ACCOUNT  
FOR THE YEAR ENDED 31 MARCH 2021**

**No. 2 Account**

	Year Ended 31/03/2021	Year Ended 31/03/2021
	£	£
Fund-raising to 31 March 2020	27,312	62,300
Fund-raising 12m 31 March 2021	0	78,500
Build costs 12m 31 March 2021	0	<u>(113,488)</u>
Local Authority Grant	10,000	0
<b>Balance at 31 March 2021</b>	<b><u>33,918</u></b>	<b><u>27,312</u></b>

Professional fees relating to the New Build were expensed through the mainstream No.1 Account – leaving funds in the New Build No. 2 Account available exclusively for building costs.

**BALANCE SHEET  
FOR THE YEAR ENDED 31 MARCH 2021**

	Year Ended 31/03/2021		Year Ended 31/03/2020	
	£	£	£	£
FIXED ASSETS – Building – at cost		35,000		35,000
New Build – at cost		<u>131,882</u>		<u>131,882</u>
		166,882		166,882
CURRENT ASSETS				
Cash in Bank		<u>67,836</u>		<u>51,230</u>
CURRENT LIABILITIES				
Creditors		<u>0</u>		<u>0</u>
NET CURRENT ASSETS		<u>67,836</u>		<u>51,230</u>
NET WORTH AT BALANCE SHEET DATE		<b><u>234,718</u></b>		<b><u>218,112</u></b>
<b>COMPRISING:</b>				
No 1 Bank Account Balance Bought Forward 01 April 2020		27,312		27,570
No. 1 Bank Account Net (Payments) /Receipts for the year		<u>7,215</u>		<u>(258)</u>
No 1 Bank Account Balance Carried Forward 31 March 2021		34,527		27,312
Add:				
Restricted Fund Balance - Building		35,000		35,000
Add:				
No 2 Bank Account Balance Bought Forward 01 April 2020				
New Build – Net to date – excl Professional Fees		166,882		131,882
No 2 Bank Account Balance Carried Forward 31 March 2021		<u>33,918</u>		<u>23,918</u>
Balance Carried Forward 31 March 2021		<b><u>234,718</u></b>		<b><u>218,112</u></b>

**STATEMENT OF ASSETS AND LIABILITIES  
AS AT 31 MARCH 2020**

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	As at 31/03/2021 £	As at 31/03/2020 £
<b>NET MONETARY ASSETS</b>		
Bank Current Accounts		
No 1 Account – Mainstream	34,527	27,312
No 2 Account – New Build	<u>33,918</u>	<u>23,918</u>
	67,836	51,230

Adopted on 07 July 2021 and signed on behalf of the Trustees by

  
Alan Morgan  
Hon Treasurer

No 2 Account - New Build



## ACCOUNTING POLICIES

## Basis of accounting

### Voluntary income

## Funds

## 1. DONATIONS RECEIVED

[illegible]

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**2. EMPLOYEES**

No employee received emoluments in excess of £60,000 during 2020/2021.

The Charity employed an average of three people during the year.

**3. MANAGEMENT AND ADMINISTRATION**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Insurance	992	966
Miscellaneous – incl Property repairs and renewals	7,704	11,310
Trips/Functions	<u>0</u>	<u>1,425</u>
	<b>8,696</b>	<b>13,701</b>

**4. PROFESSIONAL FEES**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
HR Support	1,800	1,800
New Build		
- Professional Fundraisers	0	11,520
- Architect's Fees	0	0
- Builder's consulting Fees	<u>0</u>	<u>4,000</u>
	<u>1,800</u>	<u>15,520</u>
	<b>10,496</b>	<b>29,221</b>

**5. FIXED ASSET REGISTER – Incl DEPRECIATION**

Balance brought forward	35,000	35,000
New Build		
Additions 2018-19	15,000	15,000
Additions 2019-20	116,882	116,882
Depreciation 2021-21	<u>0</u>	<u>0</u>
Balance Carried forward	<u>166,882</u>	<u>166,882</u>