

**EXETER GATEWAY CENTRE**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**



## 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  
Mrs E Walsh  
Mr C Jones  
Mrs A White

BANKERS:

Lloyds Bank Plc  
16 Highridge Road  
Bishopsworth  
Bristol  
BS13 8HA

ACCOUNTANTS:

Karen Churchward (MAAT)





## TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2023

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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 a 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 was steadily rising. 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 enabled 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 additional facilities, and the confidence, to provide a service every weekday. We opened on a 4th day from September 2019, and a fifth day in January 2022, thereby fulfilling a long-held ambition!

Unfortunately the low of the Covid pandemic occupied much of 2020 plus early 2021, with several closures interspersed with periods of limited, cautious reopening. The situation improved gradually, mainly due to the vaccination programme, & the Centre has been open without a pause since March 2021. The process of returning to pre-pandemic normality has inevitably – and wisely – been slow, but by about September 2022 it felt like its former bustling self, with varied activities happening in the different areas, happy chatter & free movement around the building. Numbers of members per session have gradually increased, a fact which has enabled us to appoint two new support workers.

### 3. STAFFING

Daryl Boatman continues to lead the Centre efficiently & effectively. In May 2022 he began working an extra five hours a week, which he uses to get up-to-date with admin at home &, when required, cover staff holidays & sickness at the Centre. The new Senior Support Worker, Carolyn Chaplin, plans & leads activities; she has reduced her hours to four days a week and is the lead on Fridays. Support Workers Debbie Woodley and Jonathan Townhill were joined in October 2022 by Sharyn Parkhouse, whose long experience working at the Deaf Academy is invaluable. Most recently, in April 2023, we appointed Cody Burgess as our fourth Support Worker.

Exeter College continues to provide work-experience students and we have a couple of excellent volunteers.

The Centre currently provides a five-day service for a group of up to 30 clients per day [from a pool in excess of 60, as at March 2023] 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
- Walking football
- Seasonal activities





· An "Out and About" programme of outings, often using public transport, no public transport is used if event is within walking distance – if not, then taxis or private transport is used.

· 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.

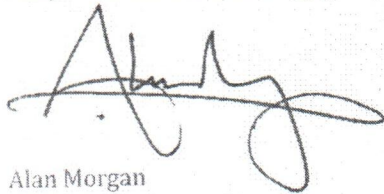
#### 4. TRUSTEES

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

The fees rose in May 2023 to £28 per session, which represents extremely good value for our members.

Adopted at the AGM on 27 July 2023 and signed on behalf of the Trustees by



Alan Morgan  
Hon Treasurer





**INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 31 MARCH 2023**

I report on the accounts of the Trust for the year ended 31 March 2023 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.

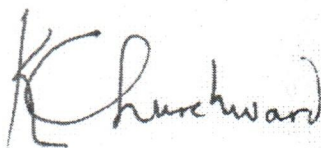
*Basis of independent examiners' report*

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: 27 July 2023



**RECEIPTS AND PAYMENTS ACCOUNT  
FOR THE YEAR ENDED 31 MARCH 2023**

No. 1 Account	Notes	Year Ended 31/03/2023	Year Ended 31/03/2022
		£	£
RECEIPTS			
Donations, legacies and other similar receipts			
Charitable Donations		0	0
Grants/Fundraising	1	7,073	0
Operating activities to further to Charities Objectives		116,364	62,542
TOTAL RECEIPTS		123,437	62,542
PAYMENTS			
Direct Charitable Expenditure			
Salaries and Expenses	2	100,536	72,509
Other Expenditure			
Management and Administration – incl Property R&R	3	11,399	8,492
New Equipment Purchased		1,061	0
Professional Fees	4	1,535	2,070
Depreciation	5	0	0
		13,995	10,562
		(114,531)	(83,071)
Net Receipts/(Payments) for the year		8,906	(20,529)

**CAPITAL RESERVE ACCOUNT  
FOR THE YEAR ENDED 31 MARCH 2023**

<b>No. 2 Account</b>	Year Ended 31/03/2023	Year Ended 31/03/2022
	£	£
Fund-raising to 31 March 2022	33,650	33,650
Fund-raising 12m 31 March 2023	0	0
Build costs 12m 31 March 2023	0	0
Local Authority Grant	0	0
<b>Balance at 31 March 2023</b>	<b>33,650</b>	<b>33,650</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 2023**

	Year Ended 31/03/2023	Year Ended 31/03/2022
	£	£
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>56,553</u>	<u>47,916</u>
CURRENT LIABILITIES		
Creditors	<u>0</u>	<u>0</u>
NET WORTH AT BALANCE SHEET DATE	<b><u>223,435</u></b>	<b><u>214,798</u></b>
COMPRISING:		
No 1 Bank Account Balance Bought Forward 01 April 2022	13,998	34,527
No. 1 Bank Account Net (Payments) /Receipts for the year	<u>8,906</u>	<u>(20,529)</u>
No 1 Bank Account Balance Carried Forward 31 March 2023	22,904	13,998
Add:		
Restricted Fund Balance - Building	35,000	35,000
Add:		
New Build – Net to date – excl Professional Fees	131,882	131,882
Capital Reserve Account Balance Carried Forward 31 March 2023	<u>33,650</u>	<u>33,918</u>
Balance Carried Forward 31 March 2023	<b><u>223,436</u></b>	<b><u>214,798</u></b>

**STATEMENT OF ASSETS AND LIABILITIES**





AS AT 31 MARCH 2023

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As at 31/03/2023  
£

As at 31/03/2022  
£

**NET MONETARY ASSETS**

Bank Current Accounts

No 1 Account – Mainstream  
No 2 Account – Capital Reserve

22,903  
33,650  
56,553

13,998  
33,650  
47,468

Adopted on 27 July 2023 and signed on behalf of the Trustees by

  
Alan Morgan  
Hon Treasurer



**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

**ACCOUNTING POLICIES**

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the Charity's accounts.

**Basis of accounting**

The financial statements have been prepared on a receipts and payments basis except for the statement of Assets and Liabilities which has been prepared on an accruals basis and in accordance with applicable accounting standards. They have been prepared under the historical cost convention.

**Voluntary income**

The value of voluntary income is recognised in the accounts when it is received

**Funds**

The funds of the charity are mostly unrestricted. One donation was for the purpose of the centre new fitted kitchen but had no restrictions and so there is one Designated Fund as indicated. One donation was Restricted to the purpose of purchasing the Building. The Donator wishes to remain anonymous.

**1. DONATIONS RECEIVED**

The following donations were received during the year:-

	2023 £	
Royal Marines – Christmas Concert	1,743	
Exeter Freemasons	1,500	
Norman Family	1,500	
19 <sup>th</sup> May 1961	1,000	
Douglas Arter	500	
Fitton Trust	250	
Exeter City Council	350	
Anon	500	
Total	7,073	





**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

**2. EMPLOYEES**

No employee received emoluments in excess of £60,000 during 2022/2023.

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

**3. MANAGEMENT AND ADMINISTRATION**

	2023 £	2022 £
Insurance	1,577	1,052
Miscellaneous – incl Property repairs and renewals	9,822	7,704
Trips/Functions	<u>0</u>	<u>0</u>
	<b>11,399</b>	<b>8,492</b>

**4. PROFESSIONAL FEES**

	2023 £	2022 £
HR Support	2,346	2,070
New Build		
- Professional Fundraisers	0	0
- Architect's Fees	0	0
- Builder's consulting Fees	<u>0</u>	<u>0</u>
	<b>2,346</b>	<b>2,070</b>
	<b>13,745</b>	<b>10,562</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 2022-23	<u>0</u>	<u>0</u>
Balance Carried forward	<b>166,882</b>	<b>166,882</b>

