

Company No: 5965790  
Charity No: 1117657

The Autism Trust Ltd  
Unaudited Financial Statements  
31 December 2020

## **The Autism Trust Ltd**

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## **The Autism Trust Ltd**

### **Reference and administrative information**

Trustees during 2020 were:

Polly Tommey (Chair)  
Allison Edwards  
Fiona Ringwood  
Simone Lanham (appointed September 2020)  
Maureen Wilson  
Claire Bradbury (resigned September 2020)

### **Registered Office**

12a-18a Princess Way  
Camberley  
Surrey  
GU15 3SP

### **Independent Examiner**

Anne E Curtis  
119 Marshfoot Lane  
Hailsham  
BN27 2RD

### **Bankers**

HSBC plc  
69 Pall Mall  
London  
SW1Y 5EY

Company No: 5965790  
Charity No: 1117657

## **Trustees' report (incorporating the report of the directors) for the year ended 31 December 2020**

### **Structure, Governance and Management**

The Autism Trust Limited is a registered charity and a company limited by guarantee and registered in England. The liability of the members on winding up is limited to £1.

The affairs of The Autism Trust are managed by the Trustees. The Trustees who served in the period were as noted on page 1.

Trustees are appointed by the existing Trustees.

New Trustees are encouraged to attend an orientation at the charity during which their obligations under charity and company law, the content of the memorandum and articles of association, the committee and decision making process, the charity's business plan and recent financial performance are discussed. Trustees are also encouraged to attend external training events appropriate to their role as Trustees.

### **Background and History**

The Autism Trust's team members came with a history and association with autism through either personal, family members or relatives, or professionally through their careers, training or academic specialism.

Polly Tommey, founder of the charity has a son with autism, and has worked tirelessly to raise the profile of autism in the UK and provided information to young families in need of support.

We continue to focus on delivering training and services for young people with autism, and support to parents and relatives, from our base in Camberley. In addition, as explained more fully in the Trustee's Report below, we have continued to improve our financial position through continued actions to reduce costs and increased activity to secure new donations and other fundraising activities.

### **Risk Management**

The Trustees have a risk management strategy which comprises:

- An annual review of the risks that The Autism Trust may face.
- The establishment of systems and procedures to mitigate those risks identified in the plan.
- The implementation of procedures designed to minimise any potential impact on The Autism Trust should those risks materialise.

### **Public Benefit**

The Charity has referred to the Charity Commission Guidance on public benefit when reviewing its aims and objectives and in planning its future activities.

## Objectives and Principal Activities

The Autism Trust helps young adults with autism to become independent and live a fulfilled life by providing training and work experience to build a better future for them.

Currently only 6-10% of people diagnosed with autism are in employment and we passionately strive to improve this figure and the mental health and wellbeing of those with autism. Like everyone, people on the autism spectrum each have strengths and weaknesses and need to feel valued. We work with their capabilities and traits to foster independence, build life skills and increase the success of gaining employment and enabling them to live independently.

We engage with individuals who have behavioural issues, lack confidence, are anxious, confused and struggle with social interactions and therefore find difficulty with day to day activities. By building a relationship and taking time to understand them, we are able to gain trust, grow confidence and turn lives around in a supportive and nurturing environment where individuals can learn and develop the skills they need to progress.

At our Camberley centre we provide a supportive, nurturing environment that fosters independence, builds life skills and generates community support and awareness of the vast capabilities of individuals with autism. Through ASDAN Employability and Independent Living training and functional work experience we equip young adults to work and enjoy the communities they live in.

Work experience is gained by managing 'Polly's Place' shop selling handcrafted items and art made by people with autism. The vocational training provides specialist support, encouragement and experience is provided to help young people to confidently move on in their life.

*Jo came to us from school with limited life and social skills, resulting in her irritating people, losing friends and trying to dominate her environments. She also had low listening skills and couldn't travel alone. Through bespoke training and support, Jo grew in confidence, learned to interact with people, negotiate a journey involving two trains and two taxis and passed her ASDAN Employability certification. Jo has now been successfully employed in an M&S café for two years. Her family say the routine and stability in Jo's life has had a really positive impact on them all. We still help Jo in a social capacity and have supported her during Covid.*

Other trainees secured employment at Next, Royal Mail, a local boutique and one has achieved an MA Degree in Animation. They now live a life with purpose, feel valued and part of their community.

Support and advice, Coffee and Support Mornings and Lego and Craft clubs for ASD families are also provided to support the wider autism community.

Everyone with autism is unique and the training and support provided at The Autism Trust is bespoke and tailored to an individual's needs.

We would like to thank all our staff, volunteers and donors and funding organisations for all their generous support during 2020.



#### 4Women

#### 4Women.

#### Charity Evenings

The 4Women team organise a series of charity evenings - the aim being to have a very enjoyable evening amongst friends, sharing a delicious meal and at the same time raising awareness of an issue that impacts many. All funds raised after the costs of each evening are donated to the charities concerned and we have been delighted by the generosity and support of those present (and also to those who have made donations even when they have been unable to attend themselves). Below is a summary of the amounts we have passed onto the various charities.

#### 14 March 2020

Our speaker at the charity evening on 14 March was Sarah Sherwood, Director of SEN at LVS Oxford and Hasocks who raised our awareness of the issues around autism and ADHD. The evening raised **£489.20** for the Autism Trust and Polly's Place in Camberley.



**The Autism Trust – Building Better Futures**

## **The Autism Trust Ltd**

### **Trustees' report (incorporating the report of the directors) for the year ended 31 December 2020**

#### **Financial review**

There has been an increase in the surplus of funds at the end of 2020 (£7,440) compared to a deficit in 2019 (-£236). There has been an increase in the amount of income derived from ASDAN training in 2020 due to more service users accessing the ASDAN Focus courses during lockdown. Donations and grant income showed an increase in 2020, grants due to access to local authority lockdown grants but shop sales and fundraising were reduced as a result of the pandemic and being unable to open the shop or do our normal fundraising events.

The Trustees review the reserve levels of the charitable company as part of their future planning. The aim is to provide sufficient working capital for the day-to-day operation of the Trust and to provide a cushion to deal with any unexpected emergencies which may occur in the future. This is especially the case as unrestricted grants are increasingly proving difficult to obtain. The current level of unrestricted reserves is now greater than the recommended six months operating costs. It will continue to be closely monitored by the Trustees going forward. The focus in 2020 and beyond will be on increasing the number of training programmes offered to young people with autism as well as increasing fundraising activities and maintaining a continued tight control on expenses.

#### **Going concern**

The management team continued to operate in 2020 with a tighter expenditure budget and continued efforts to generate new funds. A Surrey Heath Borough Council grant was obtained in March 2020 for core costs just before lockdown commenced due to the COVID 19 pandemic. Further COVID 19 response grants from SHBC were obtained during 2020 and early 2021. This helped offset the dramatic downturn in our ability to open the Polly's Place shop and operate our fundraising events and activities due the forced lockdowns during the Covid 19 pandemic. The key to longer term sustainable operations lies in securing further training income and grants for specific projects. Future specific activities to secure the incremental higher contributions are being addressed through more grant applications and targeted fundraising events which the Trustees believe will deliver the required incoming resources.

Therefore, after making appropriate enquiries, the Trustees have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason it continues to adopt the going concern basis in preparing the financial statements.

#### **Plans for the future**

The focus is now on increasing revenue and reducing costs to enable the Autism Trust to increase the amount of training activities we are able to offer to service users and to recover some of the income lost during the Covid 19 lockdowns. The funds from training activities are crucial to enable us to help more young people with autism lead fulfilling independent lives.

The Autism Trust is an Approved Centre to deliver ASDAN qualifications in Employability. The young people will be working towards this qualification during their work experience and the newly introduced Focus and Short courses have proved extremely popular, as they can be delivered online which has been especially useful during lockdown.

## **The Autism Trust Ltd**

### **INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF THE AUTISM TRUST LTD**

I report on the accounts of The Autism Trust Ltd for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes.

#### **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 144 (2) of the Charities Act 2011 (the

2011 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the general directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

#### **Basis of independent examiner's 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 explanation 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, no opinion is view given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

#### **Independent examiner's statement**

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

- Accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- The accounts do not accord with such records;
- Where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
- Any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts apart from that set out below:

AE Curtis

.....  
**Date:** 28.9.21



**The Autism Trust Ltd**

**Statement of financial activities (incorporating an income and expenditure account) for the year ended 31 December 2020**

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
<b>Incoming Resources</b>					
Donations and grants		17340	9884	27224	9845
Other trading activities		43517		43517	40936
Other income		89		89	54
Total		60946	9884	70830	50835
<b>Other Trading activities</b>					
<b>Expenditure on:</b>					
Charitable Activities		61038	874	61912	50079
Raising funds		219	-	219	993
Total		61257	874	62131	51072
Net income/expenditure		-311	9010	8699	-237
Transfers between funds					
Net movement in funds		-311	9010	8699	-236
<b>Reconciliation of funds</b>					
Total funds brought forward		38137	508	38645	38881
Total funds carried forward		37826	9518	47344	38645

**The Autism Trust Ltd**  
**Balance Sheet as at 31 December 2020**

	Notes	2020	2019
<b>Tangible Fixed Assets</b>		1765	1600
<b>Current Assets</b>			
Debtors		13238	3500
Stock		2628	2817
Cash at bank and in hand		31490	31015
		49121	38932
Creditors amounts falling due within one year		-1896	-87
Net current assets		47225	38845
Total assets less current liabilities		47225	38845
Accruals and deferred income		-514	-200
Total net assets		46711	38645
<b>Total reserves</b>		<b>46711</b>	<b>38645</b>

The Trustees (directors) are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 relating to the audit of the financial statements for the period by virtue of Section 477, and that no member or members have requested an audit pursuant to Section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibility for:

- (i) ensuring that the company keeps adequate accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and;
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of Sections 394 and 395, and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements were approved by the Trustees and authorised for issue on 16 September 2020 and signed on their behalf by:



**POLLY TOMMEY**  
**Chair**

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

1. Accounting policies

(a) Basis of accounting and comparative figures

The financial statements have been prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities: Statement of Recommended Accounting applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006.

(b) Going concern

Therefore, after making appropriate enquiries, the Trustees have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason it continues to adopt the going concern basis in preparing the financial statements.

(c) Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income and the amount can be quantified with reasonable certainty. Donations and grants are recognised in the period in which they are received. Gift aid is generally recognised in the period in which the donation is received.

(d) Resources expended

All expenditure is accounted for on an accruals basis and includes VAT as the association is not registered for VAT. Expenditure has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to a particular heading they have been allocated to activities on a basis consistent with the use of resources.

Governance costs comprise costs of statutory compliance costs and include the auditor's remuneration and costs of trustees and meetings.

(e) Fund accounting

The unrestricted funds can be spent on any activity within the charity's overall objectives. Any restricted funds (see note 14) are to be spent on more specific uses.

(f) Tangible Fixed Assets and Depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computer equipment - 25% per annum on a straight line basis.

## The Autism Trust Ltd

### Notes to the financial statements for the year ended 31 December 2020

2.	Donations and grants	Unrestricted funds	Restricted Funds	Total 2020	Total 2019
	Donations	4506	Nil	4506	9845
	Grants	12834	9884	22718	
3.	Other trading activities	Unrestricted funds	Restricted Funds	Total 2020	Total 2019
	Shop sales/training	43517	Nil	43517	40936
4.	Investment income	Unrestricted funds	Restricted Funds	Total 2020	Total 2019
	Bank interest	23	Nil	23	54
	Gift aid	66	Nil	66	
5.	Cost of charitable activities	Direct costs	Support costs	Total 2020	Total 2019
		10522	52650	63172	50808
6.	Cost of raising funds	Direct costs	Support costs	Total 2020	Total 2019
		218	Nil	218	993
7.	Analysis of direct costs			Total 2020	Total 2019
	ASDAN Qualification			7726	5268
	Restricted funding expenses			1870	
	Travel and subsistence			-	644
	Fundraising expenditure			218	196
	Shop expenses			926	1189
				10740	7297

## The Autism Trust Ltd

### Notes to the financial statements for the year ended 31 December 2020

8.	Analysis of support costs	Total 2020	Total 2019	
	Staff costs	41474	30124	
	Web maintenance	213	534	
	Building costs	6967	9,557	
	Legal and professional	77	1,130	
	Shop costs	-	276	
	Depreciation	664	46	
	Office general costs	2715	3,160	
	Bank charges	240	240	
	Independent Examination	300	200	
		<u>52,650</u>	<u>31,981</u>	
9.	Trustees' and staff costs			
	Two trustees received remuneration during the period: (2019: 2)			
10.	Staff costs	2020	2019	
	Salaries and wages	40284	29566	
	Pension costs	385	121	
	Staff training and other costs	806	437	
		<u>41475</u>	<u>30124</u>	
	The charity has 3 (PTE) members of staff (2019: 3)			
11.	Fixed Assets	Computer Equipment	Fixtures & Fittings	Total
	Cost as at 1 January 2020	8311	570	8881
	Additions	680	150	830
	Cost as at 31 December 2020	<u>8991</u>	<u>720</u>	<u>9711</u>
	Accumulated depreciation as at 1 January 2020	7209	71	7280
	Charge in year	485	179	664
	Accumulated depreciation as at 31 December 2020	<u>7694</u>	<u>250</u>	<u>7944</u>
	Net Book Value as at 31 December 2020	<u>1297</u>	<u>470</u>	<u>1767</u>
	Net Book Value as at 31 December 2019	1102	498	1600

The Autism Trust Ltd  
Notes to the financial statements for the year ended 31 December 2020

12.	Debtors	2020	2019
	Prepaid expense	3000	3000
	Trade Debtors	10464	0
	Prepayments	75	0
	Gift Aid	-	500
		<u>13539</u>	<u>3500</u>

The prepaid expense represents a security deposit paid under a lease which expires in June 2022.

13.	Creditors	2020	2019
	Creditors	1081	87
	Accruals	1177	200
	Social security	545	
		<u>2803</u>	<u>287</u>

14.	Movement in fund	Balance as at 1 Jan 2020	Income	Expenditure	Balance as at 31 Dec 2020
	Unrestricted	38207	60946	61516	37637
	Restricted	438	9884	1874	8448
		<u>38645</u>	<u>70830</u>	<u>63390</u>	<u>46085</u>

15. Related parties

No transactions with related parties were undertaken such as are required to be disclosed under Financial Reporting Standard 102.

16. Capital commitments

There were no capital commitments contracted for at 31 December 2020 (2019: £nil).