

REGISTERED COMPANY NUMBER: 04937256 (England and Wales)  
REGISTERED CHARITY NUMBER: 1121008

**Report of the Trustees and**  
**Unaudited Financial Statements**  
**For The Year Ended 31 October 2021**  
**for**  
**Newent Association for the Disabled**

Kingscott Dix Limited  
Chartered Accountants  
Goodridge Court  
Goodridge Avenue  
Gloucester  
Gloucestershire  
GL2 5EN

**Newent Association for the Disabled**

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**For The Year Ended 31 October 2021**

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**Newent Association for the Disabled (Registered number: 04937256)**

**Report of the Trustees**  
**For The Year Ended 31 October 2021**

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

The principal objectives and aims of the Charity remain to relieve physically disabled persons within Newent and the surrounding area by the provision of transport and such other means as the Association may from time to time determine and to provide recreational facilities for such persons in the interests of social welfare with the object of improving their condition of life.

**VISION**

Newent Association for the Disabled wants to ensure through its service provision that quality of life is maintained for older and disabled people living in the North Forest Area.

**MISSION**

Newent Association for the Disabled's mission is to:

- " Offer older people and people with disabilities a range of services to help improve their quality of life
- " Pioneer innovative and creative responses to meeting the needs of older people and people with disabilities.
- " Offer high quality services which meet the specific needs of older people and people with disabilities

**AIMS**

Providing high quality direct services to older and disabled people in the North Forest area

By providing a gold class community transport service through our fleet of vehicles

Responding to the needs of older people from communities in the catchment area.

Creating an effective and efficient organisation with sufficient income to sustain and develop our essential services that all stakeholders are committed to.

**Public benefit**

The charity looks to achieve these objectives, whilst demonstrating its charitable purpose for the public benefit by the provision of activities and clubs at Sheppard House in Newent and transport through the Dial A Ride facility.

The trustees consider that they have complied with their duty to have due regard to the public benefit guidance when exercising any powers or duties to which the guidance is relevant.

**Report of the Trustees**  
**For The Year Ended 31 October 2021**

**OBJECTIVES AND ACTIVITIES**

**INTRODUCTION**

The Board of Trustees has a duty to undertake discussion and make recommendations on constitutional and strategic issues all within the context of its mission.

Each trustee has a special interest e.g. Human Resources, Finance, Transport, and Medical. The Board of Trustees are conscious of the unpredictability of its public sources of funding and as such seeks to keep a level of unrestricted reserves so that it can meet any shortfall of income over expenditure.

Income to the Association comes from a variety of sources, donations, legacies, sale of merchandise through the Charity Shop with Gift Aid collected, contractual through GCC with schools' transport, community transport with shuttle service, trust funding with grants for specific projects and direct payments from clients using the Sheppard House menu of services.

The securing of income for support and service development in the local area and the charity as a whole is always at the forefront in the thinking of the Board of Trustees and the senior management team. The Trustees have continued to adopt a cautious investment policy. The Association continues to seek to invest its surplus funds in no-risk interest earning deposits.

The bulk of its spare funds are placed with CAF Bank Ltd a subsidiary of the Charities Aid Foundation. Investment is largely in selected deposit accounts. These accounts have provided a small but safe return with the advantage of short-term liquidity so that funds can be mobilised for ongoing developments.

When applying for funds the Board has to ensure compliance in both the terms and conditions of the grant maker and Newent Association for the Disabled. In addition, all legacy income has to be spent as per the testator wishes. The income generation strategy reflects the aims of our mission and the priority objectives of Newent Association for the Disabled.

**FROM THE CHAIR OF THE BOARD**  
**PATRICIA HALES**

We are pleased to present the Trustees' Annual Report for 2021. As a result of the COVID-19 pandemic there is some overlap with the reporting from the previous year. This report reflects and highlights how staff and volunteers have worked together to respond to ongoing challenges that have continued to arise over the past year. The start of the pandemic saw a call to action, and this continued into 2021 - to meet the needs of customers and clients when possible, to redeploy the profession where urgently required, to stop and restart services, and to ensure safe access to settings, such as the day centre. It was by listening to government guidelines that we were able to prioritise these needs and work accordingly on personal protective equipment (PPE), workforce re-deployment, the use of telephone support, guidance and more. As the year went on, we continued to engage with our staff and volunteers to identify the impact of the pandemic on members' wellbeing and morale, assess access to vaccinations and PPE, and examine the impact on service users.

Though challenges continue, the organisation has shown that it is innovative, solution-focused, and flexible enough to rise to them.

Sheppard House "Day Centre" and Bathing Suite continue to provide a valuable service to the local and general forest community albeit with reduced capacity and the attendance rates are slowly returning to the pre-pandemic level.

Transport provides a "Dial a Ride" service, transport for disabled and able-bodied school children and individuals and is also running a few 'bus' routes. The Board is implementing last year's strategy of addressing additional staff training as opportunities arise.

The Board is mindful of the state of our aging fleet of Mini-buses and as additional funding became available we have updated some of our fleet.

**Report of the Trustees**  
**For The Year Ended 31 October 2021**

**OBJECTIVES AND ACTIVITIES**

The Charity shop continues to provide additional income to the association and having re-opened, the monthly turnover is climbing steadily to its previously amazing level.

I will finish with a big thank you to our CEO, all the staff, volunteers and board members for the hard work and effort put in to running a successful association which has shown itself strong enough to withstand and work within the restraints of the pandemic.

Chief Executive  
Lyndon Biddle

2021 was another very challenging year with the continuing impact of Covid-19 dominating everything. We managed to re-open Sheppard House in April and began the rebuilding process, initially over three days a week, but this quickly moved to four. Our shop also re-opened in April and quickly grew sales to pre-pandemic levels. Our school transport remained busy throughout with the biggest challenge being maintaining staffing levels. Dial a Ride went very quiet but has since bounced back (although not quite to pre-pandemic levels as some people have changed their transport requirements permanently). Our storage facility remained steadily busy throughout.

It was disappointing to close Sheppard House but we felt the safety of our vulnerable clients and staff had to be our priority. The atmosphere in Sheppard House is still very positive and we have received a very positive "bounce" in people attending since we re-opened. Although complying with all the additional Covid safety requirements is at the forefront of everyone's mind, there is also a tremendous focus on making sure all the clients have a really good experience each time they attend. The needs of our clients are inevitably growing and our staff work very hard to ensure they have a positive experience at Sheppard House.

Our shop continues to provide invaluable financial support for the charity. Our staff and volunteers have put in all the extra effort to make it Covid compliant. We are experiencing high demand from people who want to make donations as many people have used their lockdown time to work on their houses and get rid of any items they no longer need. We are very lucky with the quality of donations we receive and would like to thank the local community for this. We also decided to protect many of our vulnerable volunteers in the shop and they only returned very slowly, when it was safe to do so.

Our schools transport has remained busy throughout the pandemic as children with special needs and those of key workers, generally continued to attend school. The majority of our school work is with children with special needs, but we do also do some mainstream work where the logistics of a local minibus service is advantageous for everyone. Our dial a ride service went very quiet in the early part of the year but has regained some of the lost ground. Similarly, our regular service runs and shopper trips were affected and have only slowly regrown

Overall, we had a very positive 2021 due to the flexibility and commitment of our staff. Thanks to them we helped keep everyone safe and provided support for our local community. We also generated a financial surplus, part of which we reinvested in two new vehicles for our Community transport service. We have managed to come through this very challenging period and strengthened our financial base. This has helped secure our long-term financial sustainability. This enables us to secure the future job security for our staff and ensure we are here to help as many people as possible in the local community.

**Financials**

During the last year our income grew by just under 2% which is excellent news in a very challenging time. This was due to a combination of factors including the strong performance of our school's transport but also new income from a range of trusts and foundations. Unfortunately, our costs did rise by 5.2% in the same period. As we had all the re-opening wage costs straight away and income growth was slower. Despite this we still managed to generate a surplus of £31,800. We reinvested this in two new vehicles and we upgraded our IT equipment at Sheppard House. This has enabled us to strengthen our overall financial position which is essential in these increasingly uncertain times.

**Report of the Trustees**  
**For The Year Ended 31 October 2021**

**OBJECTIVES AND ACTIVITIES**

Turnover for the financial year 2020/21 was £750,220 which is an increase on the previous year of just under £14,000. This was very good news and achieved in a challenging market place. The main contributors were some new schools' contracts, trusts and foundations and our shop which continues to go from strength to strength (when open). Our charity is built on very solid foundations and it is our aim to ensure we continue to provide an excellent service to our clients, whilst maintaining our financial stability.

We have also developed new schools' contracts, enabling us to increase our income from transport. There is a competitive tendering system for all these contracts and we have to demonstrate we have not only the capability but also the commercial experience to deliver an excellent service. Our income from the charity shop was affected by Covid lockdowns but continues to grow when open. It makes an invaluable contribution to the Associations finances. The biggest financial challenge is managing cost increases driven by factors such as Government minimum wage legislation, pension contributions and rising fuel costs.

Our core income remains consistent as it's from a diverse range of activities. This gives us a broad base which helps us in uncertain times. The challenge for us is containing rising cost pressures, our income from people attending Sheppard House, our shop and School Contracts does rise slowly and the key point is to make sure Costs don't rise faster. This is a challenge when the majority of the cost growth is driven by wages rising at a faster rate than income. The financial support from Government in 2021 via the Furlough scheme and other grants was essential in enabling us to support our staff and clients through a very challenging year

**Sheppard House**

Due to Covid 19 we could only re-open our day care in April 2021. We re-opened as soon as it was safe to do so. This involved additional training for staff, investing in PPE and putting in place a number of new procedures to ensure Covid compliance. The safety of staff and clients has always been our priority.

Our staff worked hard to ensure everything was Covid compliant and all our clients remained safe.

We tried to minimise the impact on our clients but in all cases, safety takes precedent. We found that the continuation of the Covid pandemic in 2021 made the national problem of loneliness even worse. More people than ever were isolated at home. We kept in regular touch with our clients via phone calls and also helped with shopping and prescription needs. However, the need to re-open Sheppard House as soon as possible was very clear. We did this thanks to the hard work and dedication of our staff, to whom we are very grateful,

**Coronavirus**

All our care staff and drivers have now had a minimum of three doses of vaccines (some have had more). In addition, we have a Covid testing regime which means all our staff are tested at least twice a week.

As an organisation we value our staff and our volunteers. This involves willingness on their part to embrace change and be flexible. We are very fortunate to have such a dedicated team. Their commitment is the key to our success now and in the future.

**STAFFING, VOLUNTEERS AND COMMITMENT TO THE CHARITY**

This year was a difficult one for volunteers as many are vulnerable and had to shield due to Covid-19. We are lucky to have such a strong group of volunteers at the shop, Sheppard House and driving. Without their support we would not be able to provide such a high level of service to all our clients. We are indebted to them and look forward to the opportunity to all get together, once it is safe, to show them our gratitude. Unfortunately, we could not re-start this great tradition in 2021

**Newent Association for the Disabled (Registered number: 04937256)**

**Report of the Trustees**  
**For The Year Ended 31 October 2021**

**OBJECTIVES AND ACTIVITIES**

**Conclusion**

Overall 2021 went very well for the charity in an extremely challenging environment. We had to adapt to some of the biggest changes we have ever experienced. Prior to this pandemic no-one would have even dreamed of such things as a lockdown, social distancing or wearing face masks. Our staff have taken all of these things in their stride and come through it.

We have much to be grateful for and we go into 2021/22 from a position of strength and ready for whatever may happen.

**FINANCIAL REVIEW**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The Charitable Company is incorporated under the Companies Act and has a Memorandum and Articles as adopted on 20th October 2003. The original charity was first registered on 13th May 1987. In November 2007 the assets of the original charity were transferred to this company.

**Recruitment and appointment of new trustees**

New Trustees are selected from local interested individuals with a view to incorporating expertise appropriate to the proper management of the Association. Trustees are offered opportunities to attend training courses as appropriate.

**Organisational structure**

The Main Trustee Board meets in full at least four times a year with subcommittees of trustees and relevant advisors meeting more frequently to deal with particular issues. The day to day running of the charity is in the hands of paid administration staff with a Senior Executive.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

04937256 (England and Wales)

**Registered Charity number**

1121008

**Registered office**

Sheppard House  
Onslow Road  
Newent  
Gloucestershire  
GL18 1TL

**Newent Association for the Disabled (Registered number: 04937256)**

**Report of the Trustees**  
**For The Year Ended 31 October 2021**

**Trustees**

M P Edwards Training Manager  
Dr I A Cocks Retired  
Mrs M Woods Housewife  
Dr A Fawkes Director (resigned 11.12.20)  
J Oakman Director  
Mrs P C Hales Trustee  
D Coombs  
Dr R N Baldwin Doctor

**Independent Examiner**

Mark Spashett  
FCA  
Kingscott Dix Limited  
Chartered Accountants  
Goodridge Court  
Goodridge Avenue  
Gloucester  
Gloucestershire  
GL2 5EN

**Bankers**

The Cooperative Bank  
PO BOX 250  
Delf House  
Skelmersdale  
WN8 6WT

**Solicitors**

Orme & Slade  
Solicitors  
Natwest Bank Chambers  
The Homend  
Ledbury  
HR8 1AB

**COMMENCEMENT OF ACTIVITIES**

The Company took over the assets and activities of Newent Association for the Disabled on 1st November 2007.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 12 July 2022 and signed on its behalf by:

Mrs P C Hales - Trustee



**Independent Examiner's Report to the Trustees of  
Newent Association for the Disabled (Registered number: 04937256)**

**Independent examiner's report to the trustees of Newent Association for the Disabled ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 October 2021.

**Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of FCA which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mark Spashett  
FCA  
Kingscott Dix Limited  
Chartered Accountants  
Goodridge Court  
Goodridge Avenue  
Gloucester  
Gloucestershire  
GL2 5EN

26 July 2022

**Newent Association for the Disabled**

**Statement of Financial Activities**  
**(Incorporating an Income and Expenditure Account)**  
**For The Year Ended 31 October 2021**

	Notes	Unrestricted funds £	Restricted funds £	31.10.21 Total funds £	31.10.20 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	197,381	94,668	292,049	305,035
<b>Charitable activities</b>	5				
Sheppard House		79,209	-	79,209	73,310
Dial a Ride		92,914	-	92,914	91,905
Bathing Annex		2,413	-	2,413	2,297
Other trading activities	3	262,954	-	262,954	245,446
Investment income	4	20,681	-	20,681	18,619
<b>Total</b>		<u>655,552</u>	<u>94,668</u>	<u>750,220</u>	<u>736,612</u>
<b>EXPENDITURE ON</b>					
<b>Raising funds</b>					
Other trading activities	6	234,540	-	234,540	194,490
		<u>234,540</u>	<u>-</u>	<u>234,540</u>	<u>194,490</u>
<b>Charitable activities</b>	7				
Sheppard House		232,264	12,606	244,870	232,400
Dial a Ride		139,650	81,824	221,474	243,350
Bathing Annex		12,405	5,131	17,536	12,590
<b>Total</b>		<u>618,859</u>	<u>99,561</u>	<u>718,420</u>	<u>682,830</u>
<b>NET INCOME/(EXPENDITURE)</b>		<u>36,693</u>	<u>(4,893)</u>	<u>31,800</u>	<u>53,782</u>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<u>518,891</u>	<u>268,129</u>	<u>787,020</u>	<u>733,238</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>555,584</u></u>	<u><u>263,236</u></u>	<u><u>818,820</u></u>	<u><u>787,020</u></u>

The notes form part of these financial statements

**Newent Association for the Disabled (Registered number: 04937256)**

**Statement of Financial Position**  
**31 October 2021**

	Notes	Unrestricted funds £	Restricted funds £	31.10.21 Total funds £	31.10.20 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	14	327,440	246,216	573,656	582,773
Investments	15	500	-	500	500
		<hr/>	<hr/>	<hr/>	<hr/>
		327,940	246,216	574,156	583,273
<b>CURRENT ASSETS</b>					
Stocks	16	3,152	-	3,152	2,592
Debtors: amounts falling due within one year	17	82,409	-	82,409	63,598
Investments	18	493	-	493	493
Cash at bank and in hand		169,659	17,020	186,679	163,184
		<hr/>	<hr/>	<hr/>	<hr/>
		255,713	17,020	272,733	229,867
<b>CREDITORS</b>					
Amounts falling due within one year	19	(28,069)	-	(28,069)	(26,120)
		<hr/>	<hr/>	<hr/>	<hr/>
<b>NET CURRENT ASSETS</b>		227,644	17,020	244,664	203,747
		<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		555,584	263,236	818,820	787,020
		<hr/>	<hr/>	<hr/>	<hr/>
<b>NET ASSETS</b>		555,584	263,236	818,820	787,020
		<hr/>	<hr/>	<hr/>	<hr/>
<b>FUNDS</b>	20				
Unrestricted funds				555,584	518,891
Restricted funds				263,236	268,129
				<hr/>	<hr/>
<b>TOTAL FUNDS</b>				818,820	787,020
				<hr/>	<hr/>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 October 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 October 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year 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 charitable company.

The notes form part of these financial statements

**Newent Association for the Disabled (Registered number: 04937256)**

**Statement of Financial Position - continued**  
**31 October 2021**

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 12 July 2022 and were signed on its behalf by:

P C Hales - Trustee

The notes form part of these financial statements

**Newent Association for the Disabled**

**Statement of Cash Flows  
For The Year Ended 31 October 2021**

	Notes	31.10.21 £	31.10.20 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	45,605	98,030
Interest element of hire purchase or finance lease rental payments paid		(460)	-
Net cash provided by operating activities		<u>45,145</u>	<u>98,030</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(22,789)	(25,590)
Sale of tangible fixed assets		1,120	3,250
Interest received		19	122
Net cash used in investing activities		<u>(21,650)</u>	<u>(22,218)</u>
<b>Cash flows from financing activities</b>			
Loan repayments in year		-	(8,619)
Net cash provided by/(used in) financing activities		<u>-</u>	<u>(8,619)</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<u>23,495</u>	<u>67,193</u>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>163,184</u>	<u>95,991</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><u>186,679</u></u>	<u><u>163,184</u></u>

The notes form part of these financial statements

**Newent Association for the Disabled**

**Notes to the Statement of Cash Flows**  
**For The Year Ended 31 October 2021**

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

	31.10.21 £	31.10.20 £
<b>Net income for the reporting period (as per the Statement of Financial Activities)</b>	31,800	53,782
<b>Adjustments for:</b>		
Depreciation charges	31,062	31,579
Profit on disposal of fixed assets	(276)	(1,698)
Interest received	(19)	(122)
Interest element of hire purchase and finance lease rental payments	460	-
Increase in stocks	(560)	(420)
(Increase)/decrease in debtors	(18,811)	21,867
Increase/(decrease) in creditors	1,949	(6,958)
<b>Net cash provided by operations</b>	<u>45,605</u>	<u>98,030</u>

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

	At 1.11.20 £	Cash flow £	At 31.10.21 £
<b>Net cash</b>			
Cash at bank and in hand	163,184	23,495	186,679
	<u>163,184</u>	<u>23,495</u>	<u>186,679</u>
<b>Liquid resources</b>			
Deposits included in cash	-	-	-
Current asset investments	493	-	493
	<u>493</u>	<u>-</u>	<u>493</u>
<b>Total</b>	<u>163,677</u>	<u>23,495</u>	<u>187,172</u>

The notes form part of these financial statements

## **Newent Association for the Disabled**

### **Notes to the Financial Statements** **For The Year Ended 31 October 2021**

#### **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.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Governance costs**

As the Charity operates fairly efficiently with regard to governance, the majority of its resources are allocated to charitable activities, based on time allocated to each charitable activity.

##### **Tangible fixed assets**

Costs related to fixed asset expenditure in excess of £500 are capitalised as tangible fixed assets in the accounts.

No revaluations have been performed to date.

Due to the nature of the fixed assets held by the Charity, no asset is likely to be lower than that stated in the accounts and hence no impairment reviews are considered necessary.

##### **Depreciation**

Depreciation is provided to write off the cost of tangible fixed assets over their estimated useful lives as follows:

Furniture and Fittings	10% on Reducing Balance
Minibuses	25% on Reducing Balance
Freehold Property	2% on Cost

##### **Stocks**

Stock consists of purchased goods for the use in future activities included at cost. Charity shop donated goods are not included in the financial statements until they are sold or distributed.

##### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Newent Association for the Disabled**

**Notes to the Financial Statements - continued**  
**For The Year Ended 31 October 2021**

**2. DONATIONS AND LEGACIES**

	31.10.21	31.10.20
	£	£
Donations	50,716	31,726
Grants	139,093	154,334
Covenant received from N A D Contracts Limited	41,140	25,688
Furlough Funding	61,100	93,287
	<u>292,049</u>	<u>305,035</u>

Grants include the SLA grant from Gloucestershire CC of £72,990 in each year.

**3. OTHER TRADING ACTIVITIES**

	31.10.21	31.10.20
	£	£
Fundraising events	899	851
Shop income	81,424	88,470
Recharge to trading subsidiary	180,631	156,111
Other	-	14
	<u>262,954</u>	<u>245,446</u>

**4. INVESTMENT INCOME**

	31.10.21	31.10.20
	£	£
Rents received	20,662	18,497
Deposit account interest	19	122
	<u>20,681</u>	<u>18,619</u>

**5. INCOME FROM CHARITABLE ACTIVITIES**

	Sheppard House £	Dial a Ride £	Bathing Annex £	31.10.21 Total activities £	31.10.20 Total activities £
Dial-A-Ride Services	-	57,211	-	57,211	37,809
Community users	79,209	35,703	2,413	117,325	129,703
	<u>79,209</u>	<u>92,914</u>	<u>2,413</u>	<u>174,536</u>	<u>167,512</u>



**Newent Association for the Disabled**

**Notes to the Financial Statements - continued**  
**For The Year Ended 31 October 2021**

**6. OTHER TRADING ACTIVITIES**

	31.10.21	31.10.20
	£	£
Staff costs	43,557	41,072
Rent & rates	12,602	10,503
Insurance	1,500	1,493
Light & heat	2,310	3,458
Telephone	-	51
Printing, postage & stationery	1,841	2,106
Shop repairs & maintenance	335	192
Motor Expenses	32,296	27,700
Wages	124,314	97,747
Sundry	575	368
Fundraiser costs	14,750	9,800
Interest payable and similar charges	460	-
	<u>234,540</u>	<u>194,490</u>

**7. CHARITABLE ACTIVITIES COSTS**

	Direct Costs £	Support costs (see note 8) £	Totals £
Sheppard House	232,662	12,208	244,870
Dial a Ride	216,665	4,809	221,474
Bathing Annex	17,536	-	17,536
	<u>466,863</u>	<u>17,017</u>	<u>483,880</u>

**8. SUPPORT COSTS**

	Governance costs £
Sheppard House	12,208
Dial a Ride	4,809
	<u>17,017</u>

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

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

	31.10.21	31.10.20
	£	£
Depreciation - owned assets	31,062	31,579
Surplus on disposal of fixed assets	<u>(276)</u>	<u>(1,698)</u>

**Newent Association for the Disabled**

**Notes to the Financial Statements - continued**  
**For The Year Ended 31 October 2021**

**10. TRUSTEES' REMUNERATION AND BENEFITS**

None of the Trustees received or waived any emoluments or expenses during the year.

No employee earned £60,000 (or more) per annum.

It is the policy of the Charity to reimburse in full all expenses properly incurred by its volunteers in connection with its charitable activities.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 October 2021 nor for the year ended 31 October 2020.

**11. STAFF COSTS**

	31.10.21 £	31.10.20 £
Wages and salaries	500,461	467,381

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

	31.10.21	31.10.20
Sheppard House	16	15
Transport	20	19
Charity shop	2	2
	<u>38</u>	<u>36</u>

No employees received emoluments in excess of £60,000.

Staff costs include Employers National insurance costs of £26,228 (2020 : £23,906).

There are a large number of part time employees and the average full time equivalent is 27 (2020 : 27) employees.

**12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	212,705	92,330	305,035
<b>Charitable activities</b>			
Sheppard House	73,310	-	73,310
Dial a Ride	91,905	-	91,905
Bathing Annex	2,297	-	2,297
Other trading activities	245,446	-	245,446
Investment income	18,619	-	18,619
<b>Total</b>	644,282	92,330	736,612

**Newent Association for the Disabled**

**Notes to the Financial Statements - continued**  
**For The Year Ended 31 October 2021**

**12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>EXPENDITURE ON</b>			
<b>Raising funds</b>			
Other trading activities	194,490	-	194,490
	<hr/> 194,490	<hr/> -	<hr/> 194,490
<b>Charitable activities</b>			
Sheppard House	226,794	5,606	232,400
Dial a Ride	157,643	85,707	243,350
Bathing Annex	9,966	2,624	12,590
	<hr/>	<hr/>	<hr/>
<b>Total</b>	588,893	93,937	682,830
	<hr/>	<hr/>	<hr/>
<b>NET INCOME/(EXPENDITURE)</b>	55,389	(1,607)	53,782
	<hr/>	<hr/>	<hr/>
<b>Transfers between funds</b>	(15,360)	15,360	-
	<hr/>	<hr/>	<hr/>
<b>Net movement in funds</b>	40,029	13,753	53,782
	<hr/>	<hr/>	<hr/>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	478,862	254,376	733,238
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS CARRIED FORWARD</b>	518,891	268,129	787,020
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**13. INVESTMENTS**

Investments are stated at market value at the balance sheet date. There was no net gain or loss arising on revaluations or disposals throughout the year, due to the fact that the value of the investments had not changed significantly in the period.

**Newent Association for the Disabled**

**Notes to the Financial Statements - continued**  
**For The Year Ended 31 October 2021**

**14. TANGIBLE FIXED ASSETS**

	Freehold property £	Plant and machinery £	Fixtures and fittings £	Motor vehicles £	Totals £
<b>COST</b>					
At 1 November 2020	743,446	11,580	143,637	296,026	1,194,689
Additions	-	9,140	1,149	12,500	22,789
Disposals	-	-	-	(35,193)	(35,193)
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31 October 2021	743,446	20,720	144,786	273,333	1,182,285
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>DEPRECIATION</b>					
At 1 November 2020	252,649	2,567	108,243	248,457	611,916
Charge for year	10,786	1,815	3,655	14,806	31,062
Eliminated on disposal	-	-	-	(34,349)	(34,349)
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31 October 2021	263,435	4,382	111,898	228,914	608,629
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>NET BOOK VALUE</b>					
At 31 October 2021	480,011	16,338	32,888	44,419	573,656
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31 October 2020	490,797	9,013	35,394	47,569	582,773
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

Included in cost or valuation of land and buildings is freehold land of £161,456 (2020 - £161,456) which is not depreciated.

**15. FIXED ASSET INVESTMENTS**

	31.10.21 £	31.10.20 £
Shares	1	1
Loans	499	499
	<hr/>	<hr/>
	500	500
	<hr/>	<hr/>
		Shares in group undertakings £
<b>MARKET VALUE</b>		
At 1 November 2020 and 31 October 2021		1
		<hr/>
<b>NET BOOK VALUE</b>		
At 31 October 2021		1
		<hr/>
At 31 October 2020		1
		<hr/>
		Loans to group undertakings £
At 1 November 2020 and 31 October 2021		499
		<hr/>

**Newent Association for the Disabled**

**Notes to the Financial Statements - continued**  
**For The Year Ended 31 October 2021**

**15. FIXED ASSET INVESTMENTS - continued**

There were no investment assets outside the UK.

The company's investments at the balance sheet date in the share capital of companies include the following:

**N A D Contracts Limited**

Registered office: UK

Nature of business: Transport services

	%		
Class of share:	holding		
Ordinary	100		
		31.10.21	31.10.20
		£	£
Aggregate capital and reserves		2	2

N.A.D Contracts Ltd is a subsidiary company of the Charity which covenants all its profits to the Charity.

Transactions with the Charity in the year to 31st October 2021 totalled £180,631 (2020: £156,111).

At the year end £46,213, including the covenanted profits of £41,140, were owed to the Charity (2020: £27,269).

**16. STOCKS**

	31.10.21	31.10.20
	£	£
Stocks	3,152	2,592
	<u>3,152</u>	<u>2,592</u>

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

	31.10.21	31.10.20
	£	£
Trade debtors	31,259	24,167
Amounts owed by group undertakings	46,213	27,268
VAT	-	2,083
Prepayments and accrued income	4,937	10,080
	<u>82,409</u>	<u>63,598</u>

**18. CURRENT ASSET INVESTMENTS**

	31.10.21	31.10.20
	£	£
Listed investments	493	493
	<u>493</u>	<u>493</u>

The market value of the shares had not significantly varied in value at the balance sheet date.

**Newent Association for the Disabled**

**Notes to the Financial Statements - continued**  
**For The Year Ended 31 October 2021**

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

	31.10.21	31.10.20
	£	£
Trade creditors	14,516	13,832
Social security and other taxes	8,621	8,174
VAT	1,699	-
Accruals and deferred income	3,233	4,114
	<u>28,069</u>	<u>26,120</u>

**20. MOVEMENT IN FUNDS**

	At 1.11.20 £	Net movement in funds £	At 31.10.21 £
<b>Unrestricted funds</b>			
General fund	518,891	36,693	555,584
<b>Restricted funds</b>			
Dial A Ride	35,338	(8,835)	26,503
Bathroom	42,680	(3,824)	38,856
Sheppard House	184,738	(5,606)	179,132
Bathroom Equipment	3,033	(1,307)	1,726
Barnwood Trust Trips 2021	2,340	-	2,340
Hartpury College Project	-	10,679	10,679
Carers Legacy Fund	-	4,000	4,000
	<u>268,129</u>	<u>(4,893)</u>	<u>263,236</u>
<b>TOTAL FUNDS</b>	<u>787,020</u>	<u>31,800</u>	<u>818,820</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	655,552	(618,859)	36,693
<b>Restricted funds</b>			
Dial A Ride	72,989	(81,824)	(8,835)
Bathroom	-	(3,824)	(3,824)
Sheppard House	-	(5,606)	(5,606)
Bathroom Equipment	-	(1,307)	(1,307)
Mens Club	5,000	(5,000)	-
Hartpury College Project	10,679	-	10,679
Carers Legacy Fund	6,000	(2,000)	4,000
	<u>94,668</u>	<u>(99,561)</u>	<u>(4,893)</u>
<b>TOTAL FUNDS</b>	<u>750,220</u>	<u>(718,420)</u>	<u>31,800</u>

**Newent Association for the Disabled**

**Notes to the Financial Statements - continued**  
**For The Year Ended 31 October 2021**

**20. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1.11.19 £	Net movement in funds £	Transfers between funds £	At 31.10.20 £
<b>Unrestricted funds</b>				
General fund	478,862	55,389	(15,360)	518,891
<b>Restricted funds</b>				
Dial A Ride	11,944	(12,716)	36,110	35,338
Bathroom	43,852	(1,172)	-	42,680
Sheppard House	190,345	(5,607)	-	184,738
Bathroom Equipment	4,485	(1,452)	-	3,033
Rowland Trust	3,750	-	(3,750)	-
Barnwood Trust Trips 2021	-	2,340	-	2,340
Ernest hect Foundation	-	12,000	(12,000)	-
Edward Gosling Foundation	-	5,000	(5,000)	-
	<u>254,376</u>	<u>(1,607)</u>	<u>15,360</u>	<u>268,129</u>
<b>TOTAL FUNDS</b>	<u>733,238</u>	<u>53,782</u>	<u>-</u>	<u>787,020</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	644,282	(588,893)	55,389
<b>Restricted funds</b>			
Dial A Ride	72,991	(85,707)	(12,716)
Bathroom	-	(1,172)	(1,172)
Sheppard House	(1)	(5,606)	(5,607)
Bathroom Equipment	-	(1,452)	(1,452)
Barnwood Trust Trips 2021	2,340	-	2,340
Ernest hect Foundation	12,000	-	12,000
Edward Gosling Foundation	5,000	-	5,000
	<u>92,330</u>	<u>(93,937)</u>	<u>(1,607)</u>
<b>TOTAL FUNDS</b>	<u>736,612</u>	<u>(682,830)</u>	<u>53,782</u>

**Newent Association for the Disabled**

**Notes to the Financial Statements - continued**  
**For The Year Ended 31 October 2021**

**20. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.11.19 £	Net movement in funds £	Transfers between funds £	At 31.10.21 £
<b>Unrestricted funds</b>				
General fund	478,862	92,082	(15,360)	555,584
<b>Restricted funds</b>				
Dial A Ride	11,944	(21,551)	36,110	26,503
Bathroom	43,852	(4,996)	-	38,856
Sheppard House	190,345	(11,213)	-	179,132
Bathroom Equipment	4,485	(2,759)	-	1,726
Rowland Trust	3,750	-	(3,750)	-
Barnwood Trust Trips 2021	-	2,340	-	2,340
Ernest hect Foundation	-	12,000	(12,000)	-
Edward Gosling Foundation	-	5,000	(5,000)	-
Hartpury College Project	-	10,679	-	10,679
Carers Legacy Fund	-	4,000	-	4,000
	<u>254,376</u>	<u>(6,500)</u>	<u>15,360</u>	<u>263,236</u>
<b>TOTAL FUNDS</b>	<u>733,238</u>	<u>85,582</u>	<u>-</u>	<u>818,820</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	1,299,834	(1,207,752)	92,082
<b>Restricted funds</b>			
Dial A Ride	145,980	(167,531)	(21,551)
Bathroom	-	(4,996)	(4,996)
Sheppard House	(1)	(11,212)	(11,213)
Bathroom Equipment	-	(2,759)	(2,759)
Mens Club	5,000	(5,000)	-
Barnwood Trust Trips 2021	2,340	-	2,340
Ernest hect Foundation	12,000	-	12,000
Edward Gosling Foundation	5,000	-	5,000
Hartpury College Project	10,679	-	10,679
Carers Legacy Fund	6,000	(2,000)	4,000
	<u>186,998</u>	<u>(193,498)</u>	<u>(6,500)</u>
<b>TOTAL FUNDS</b>	<u>1,486,832</u>	<u>(1,401,250)</u>	<u>85,582</u>



**Newent Association for the Disabled**

**Notes to the Financial Statements - continued**  
**For The Year Ended 31 October 2021**

**21. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 October 2021.

**22. RESTRICTED FUNDS AND DESIGNATED FUNDS**

**SHEPPARD HOUSE**

This represents the funds collected under the Freshfields campaign to build the day centre and equip its facilities.

**DIAL-A RIDE**

The charity receives funding from the Local Authority on the grounds it continues to provide transport for the disabled and elderly of the area and so these funds are restricted to this use.

**BATHROOM PROJECT**

The construction of bathing facilities at Sheppard House.

**LLOYDS TSB FOUNDATION**

This represents grants given specifically to fund the development of activities at Sheppard House for the benefit of attendees who can ultimately access these services through their personal budget.

**BATHROOM REFURBISHMENT PROJECT**

This represents capital grants from Gloucestershire County Council Community Building Improvement Scheme and the Summerfield Trust to provide new bathing facilities in the bathroom annex.

**MENS CLUB**

Funding from Zurich Plc towards staffing costs towards male activities.

**ROWLAND TRUST**

Funding of vehicle purchase.

**HARTPURY COLLEGE PROJECT**

Funding of day trips for clients to attend Hartpury College for tours around the college site.

**CARERS LEGACY FUND**

Funding of a support group for carers.

**Newent Association for the Disabled**

**Detailed Statement of Financial Activities**  
**For The Year Ended 31 October 2021**

	31.10.21 £	31.10.20 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	50,716	31,726
Grants	139,093	154,334
Covenant received from N A D Contracts Limited	41,140	25,688
Furlough Funding	61,100	93,287
	<hr/>	<hr/>
	292,049	305,035
<b>Other trading activities</b>		
Fundraising events	899	851
Shop income	81,424	88,470
Recharge to trading subsidiary	180,631	156,111
Other	-	14
	<hr/>	<hr/>
	262,954	245,446
<b>Investment income</b>		
Rents received	20,662	18,497
Deposit account interest	19	122
	<hr/>	<hr/>
	20,681	18,619
<b>Charitable activities</b>		
Dial-A-Ride Services	57,211	37,809
Community users	117,325	129,703
	<hr/>	<hr/>
	174,536	167,512
<b>Total incoming resources</b>	<hr/>	<hr/>
	750,220	736,612
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Wages	43,557	41,072
Rent & rates	12,602	10,503
Insurance	1,500	1,493
Light & heat	2,310	3,458
Telephone	-	51
Printing, postage & stationery	1,841	2,106
Shop repairs & maintenance	335	192
Motor Expenses	32,296	27,700
Wages	124,314	97,747
Sundry	575	368
Fundraiser costs	14,750	9,800
Carried forward	234,080	194,490

This page does not form part of the statutory financial statements

**Newent Association for the Disabled**

**Detailed Statement of Financial Activities**  
**For The Year Ended 31 October 2021**

	31.10.21 £	31.10.20 £
<b>Other trading activities</b>		
Brought forward	234,080	194,490
Hire purchase	460	-
	<hr/>	<hr/>
	234,540	194,490
 <b>Charitable activities</b>		
Wages	332,590	328,562
Rent, rates and water	2,480	2,376
Insurance	4,183	6,055
Light and heat	6,466	5,157
Telephone	4,673	6,678
Postage and stationery	1,967	1,900
Motor expenses	51,428	73,077
Repairs	10,283	4,580
Sundries	9,563	9,613
Food	5,846	6,522
Gardening and landscaping	2,010	-
Computer expenses	2,044	1,112
Advertising	2,544	960
Freehold property	10,787	10,787
Plant and machinery	1,815	1,002
Fixtures and fittings	3,654	3,933
Motor vehicles	14,806	15,857
Loss on sale of tangible fixed assets	(276)	(1,698)
	<hr/>	<hr/>
	466,863	476,473
 <b>Support costs</b>		
 <b>Governance costs</b>		
Accountancy fees	2,875	2,800
Additional services	6,264	4,587
Professional fees	7,878	4,480
	<hr/>	<hr/>
	17,017	11,867
 Total resources expended	<hr/>	<hr/>
	718,420	682,830
 <b>Net income</b>	<hr/>	<hr/>
	31,800	53,782
	<hr/>	<hr/>

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