

**BERNARD'S ACRE**  
**(A company limited by guarantee)**  
**UNAUDITED FINANCIAL STATEMENTS**  
**YEAR TO 31<sup>ST</sup> DECEMBER 2022**

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**BERNARD'S ACRE**  
**LEGAL AND ADMINISTRATIVE INFORMATION**  
**YEAR TO 31<sup>ST</sup> DECEMBER 2022**

<b>CHARITY NAME</b>	Bernard's Acre
<b>REGISTERED CHARITY NUMBER</b>	1131269
<b>REGISTERED COMPANY NUMBER</b>	6932120
<b>REGISTERED ADDRESS</b>	15 Southernhay East Exeter Devon EX1 1QE
<b>TRUSTEES</b>	Mr A Heron (Chairman) Mr C Eggins Mr P Hawes Mrs R Heron Mrs I Mathieson Mr P Sowden Mrs R Sowden
<b>INDEPENDENT EXAMINER</b>	Mr M B J Cronin MAAT FCIE Bowhill Bookkeeping Services 172 Newman Road Exeter EX4 1PQ

## **BERNARD'S ACRE**

### **TRUSTEES' ANNUAL REPORT INCLUDING DIRECTORS' REPORT**

#### **FOR THE YEAR TO 31<sup>ST</sup> DECEMBER 2022**

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 31<sup>st</sup> December 2022. The financial statements have been prepared in accordance with the accounting policies set out on pages 9 and 10 and the charitable companies' Memorandum and Articles of Association.

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

##### **Governing Document**

The organisation is a charitable company limited by guarantee, incorporated on 12<sup>th</sup> June 2009 and registered as a charity on 21<sup>st</sup> August 2009. The company was established under a Memorandum of Association which established the objectives and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

##### **Directors**

The names of persons who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out on page 1.

##### **Recruitment and Appointment of Directors**

The directors of the company are also charity trustees for the purposes of charity law. Under the requirements of the Memorandum and Articles of Association the directors are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. The directors are also members of the company and the company has no members who are not directors, therefore the Annual General Meeting was deemed to have taken place as part of the meeting of the directors at which the Accounts were presented for approval.

All directors/trustees give their time voluntarily and received no benefits from the charity.

##### **Trustee Induction and Training**

No new trustees were appointed during the year. All trustees have visited Bernard's Acre and volunteer in practical ways.

Additionally, trustees familiarise themselves with the charity and the context within which it operates, including:

- The obligations of members
- The main documents which set out the operational framework for the charity including the Memorandum and Articles
- Resourcing and the current financial position
- Future plans and objectives

##### **Risk Management**

The directors have reviewed the major risks to which the charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces.

##### **Organisational Structure**

Bernard's Acre has a board of directors who meet biannually (or more as required) and are responsible for the strategic direction and policy of the charity. At present the board has seven members from a variety of professional backgrounds relevant to the work of the charity.

During the year, Rosemary Sowden was responsible for day to day administration of property bookings, administration and finance. Paul Sowden was responsible for property matters.



## **BERNARD'S ACRE**

### **TRUSTEES' ANNUAL REPORT INCLUDING DIRECTORS' REPORT**

#### **FOR THE YEAR TO 31<sup>ST</sup> DECEMBER 2022**

During the year the Charity employed one part time caretaker 12 hours per week and in September the post holder increased her hours by 8 hours per week to cover the day-to-day administration of the centre bookings process.

#### **OBJECTS AND ACTIVITIES**

##### **Purposes and Aims**

Our charity's purposes as set out in the objects contained in the company's memorandum of association are:

- (a) The promotion of the Evangelical Christian Faith and in furtherance of this object to provide a Christian Centre; and
- (b) The furtherance of such other charitable purposes as the charity shall determine.

The aims of our charity are to promote the evangelical Christian faith by providing premises for use by church affiliated and other groups that respect our values. These premises are known as Bernard's Acre and are located at Belstone, Okehampton, Devon. We are an inclusive Christian charity. Everyone is welcome to use our facilities, whether they are a person of faith or not.

The charity is a successor body to the unincorporated charitable trust known as The Bernard's Acre Trust established by deed executed on 10 January 1981. On 1 October 2009, the Trust transferred the freehold property at Bernard's Acre and its entire net assets to the charity. The charity commenced the activities previously undertaken by the Trust on 1 October 2009. In 5<sup>th</sup> June 2017 Bernard's Acre Trust was linked to the Trust by the Charity Commission.

##### **Ensuring our Work Delivers Our Aims**

When reviewing our aims this year the Trustees have considered the Charity Commission's published guidance on public benefit. The aim of our charity is to provide comfortable, affordable, accessible accommodation for use by families, church affiliated groups and other groups that respect our values.

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the period, the success of the key activities and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aim, objectives and activities remain focused on our stated purposes. We confirm we have given due consideration to the Charity Commission's published guidance on the public benefit requirement under the Charities Act 2011, when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

##### **The Focus of our Work**

Our main objectives for the period were to promote the evangelical Christian faith. We meet these objectives by letting out the premises at Bernard's Acre to church affiliated and other Christian groups and individuals.

##### **How our Activities Deliver Public Benefit**

Our main activities and who we try to help are described below. All our charitable activities focus on the promotion of the evangelical faith by the provision of suitable premises for hire and are undertaken to further our charitable purposes for the public benefit.

## **BERNARD'S ACRE**

### **TRUSTEES' ANNUAL REPORT INCLUDING DIRECTORS' REPORT**

**FOR THE YEAR TO 31<sup>ST</sup> DECEMBER 2022**

#### **ACHIEVEMENTS AND PERFORMANCE**

##### **Who used and benefited from our Services**

Bernard's Acre was let for 90% of weekends during 2022 which is our primary letting pattern. The occupancy rate during the November to March low season increased to 44% with the mid-season also increasing to 76%. The Summer holiday AND Christmas high season rate remained at nearly 90%. The impact of our work goes far beyond the individuals who stay at Bernard's Acre. The bookings returned to a more normal pattern, following the lockdowns of the Covid 19 pandemic which included church based groups and activities, including youth groups, Beavers, Educational groups, adult retreats as well as the family groups. Our work also benefits the churches, families and communities to which guests belong with additional income generated by letting to families and groups for holidays during the periods when the centre would otherwise be vacant.

In September 2022 we were able to appoint to another staff post to cover the administrative work bringing our total establishment to .6 WTE including the caretaker.

#### **FINANCIAL REVIEW**

The charitable company made an operating surplus in the year of £12,587. (2021 – surplus £24,796).

Total income increased by 7% compared to the previous year. Lettings income showed a significant increase of 50% compared to 2021 due to the fact that the centre was open for longer as the Covid 19 pandemic had eased.

Total expenditure showed a 58% increase on the previous year. The employment of the caretaker for a full year as well as increase in heat/light costs and overall greater use of the centre were the reasons for the increase.

The charitable company's funds totalled £404,975 at the year-end with net current assets totalling £51,315.

##### **Principal Funding Sources**

The principal funding sources for the charity over this year were the letting of Bernard's Acre and donations from supporters. In addition, we received one Government grant given to hospitality venues affected by restrictions related to the Covid 19 pandemic.

##### **Investment Policy**

Aside from retaining a prudent amount in reserves each year most of the charity's funds are to be spent in the short term concentrating on repayment of long term borrowing and upgrade of the premises in order to reach a carbon neutral position in the long term, so there are no funds for long term investment.

## **BERNARD'S ACRE**

### **TRUSTEES' ANNUAL REPORT INCLUDING DIRECTORS' REPORT**

**FOR THE YEAR TO 31<sup>ST</sup> DECEMBER 2022**

#### **RESERVES POLICY**

The directors have examined the charity's requirements for reserves in light of the main risks to the organisation which would include a significant reduction in lettings income and the liabilities associated with employment of staff. It has established a policy to hold at least 6 months of unrestricted expenditure. At the year-end reserves totalled £51,315 which was in excess of this policy. We are therefore intending to assign £25,000 for works to move Bernard's Acre towards a carbon neutral position.

Budgets for the coming year forecast a net operating profit of £10,698 of which it is proposed up to £10,000 would be earmarked for repayment of the mortgage capital.

#### **Plans for Future Periods**

The charity has a full booking diary for 2023. We are reviewing our marketing strategy in order to maximise the income that can be generated during the low season now the upgrade has been completed allowing letting all year round.

#### **STATEMENT OF TRUSTEE'S RESPONSIBILITIES**

The trustees (who are also the directors of Bernard's Acre) are responsible for preparing the annual report and the accounts in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice.

Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and 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.

This report, which has been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies, was approved by the trustees on 4<sup>th</sup> May 2023 and signed on their behalf by:

.....  
**Alistair Heron, Chair of Trustees**



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
BERNARD'S ACRE**

I report on the accounts of the company for the year to 31<sup>st</sup> December 2022 which are set out on pages 7 to 13.

**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**

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 I 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.

**Mr M Cronin MAAT FCIE**  
**Bowhill Bookkeeping Services**  
**172 Newman Road**  
**Exeter**  
**EX4 1PQ**

*Martin Cronin*

Date

*9th May 2023*



**BERNARD'S ACRE**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**(INCLUDING INCOME AND EXPENDITURE ACCOUNT)**  
**YEAR ENDED 31 DECEMBER 2022**

	Note	Total Funds 2022 £	Total Funds 2021 £
<b>INCOME FROM:</b>			
Donations	14	6,380	19,657
Charitable activities: Letting's income		48,706	32,317
Other trading activities		228	-
Investment income: Bank interest		189	4
Other Income		221	45
<b>TOTAL</b>		<b>55,724</b>	<b>52,023</b>
<b>EXPENDITURE ON:</b>			
Charitable activities	15	43,137	27,227
<b>TOTAL</b>		<b>43,137</b>	<b>27,227</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>12,587</b>	<b>24,796</b>
<b>RECONCILIATION OF FUNDS:</b>			
<b>TOTAL FUNDS BROUGHT FORWARD</b>		<b>392,388</b>	<b>367,592</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>404,975</b>	<b>392,388</b>

The statement of financial activities includes all gains and losses in the period.  
All incoming resources and resources expended derive from continuing activities.

**BERNARD'S ACRE**  
**BALANCE SHEET**  
**AS AT 31<sup>st</sup> DECEMBER 2022**

	Note	At 31 <sup>st</sup> December 2022 £	At 31 <sup>st</sup> December 2021 £
<b>FIXED ASSETS:</b>			
Tangible assets	4	435,660	419,839
<b>CURRENT ASSETS:</b>			
Debtors	5	4,811	2,224
Cash at bank and in hand		57,061	71,079
		<u>61,872</u>	<u>73,303</u>
<b>LIABILITIES:</b>			
Creditors: Amounts falling due within one year	6	(10,557)	(8,754)
<b>NET CURRENT ASSETS</b>		<u>51,315</u>	<u>64,549</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>486,975</u>	<u>484,388</u>
Creditors: Amounts falling due after one year	7	(82,000)	(92,000)
<b>TOTAL NET ASSETS</b>		<u>404,975</u>	<u>392,388</u>
<b>THE FUNDS OF THE CHARITY:</b>			
Unrestricted Funds		154,975	142,388
Revaluation Reserve		250,000	250,000
<b>TOTAL CHARITY FUNDS</b>		<u>404,975</u>	<u>392,388</u>

For the year ending 31<sup>st</sup> December 2022, the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The notes on pages 9-13 form an integral part of these accounts.

**Responsibilities of trustees**

- (a) The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act.
- (b) The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with the Financial Reporting Standard 102 and were approved by the trustees on 4<sup>th</sup> May 2023 and signed on their behalf by:

.....  
Alistair Heron, Chair of Trustees

**BERNARD'S ACRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR TO 31<sup>ST</sup> DECEMBER 2022**

**1. ACCOUNTING POLICIES**

**a) Basis of Accounting**

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition – October 2019) (effective 1 January 2019) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102). The financial statements have also been prepared with the Charities Act 2011 and the small Companies regime (section 419 (2) of the Companies Act 2006.

Bernard's Acre meets the definition of a public benefit entity under FRS 102.

**b) Tangible Fixed Assets**

The freehold property is stated at estimated market value and is not depreciated.

Equipment costing more than £750 is capitalised and depreciated at 15% on a straight line basis.

**c) Debtors and Prepayments**

The gift aid debtor is recognised and included as income when there is a valid declaration from the donor. Prepayments are valued at the amount prepaid net of any trade discounts due.

**d) Cash at bank**

Cash at bank includes short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**e) Creditors**

Creditors are recognised when the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

**f) Deferred Income**

The charity has included in creditors lettings deposits received in advance as deferred income. The following table shows the movement in the deferred income account.

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Balance Brought Forward	<b>6,975</b>	6,429
Deposits received in advance in the year	<b>8,070</b>	6,319
Deposits paid from previous year	<b>(5,912)</b>	(5,773)
Balance Carried Forward	<b>9,133</b>	6,975

**BERNARD'S ACRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR TO 31<sup>ST</sup> DECEMBER 2022**

**1. ACCOUNTING POLICIES (continued)**

**g) Income**

All income is included in the Statement of Financial Activities when the charity is legally entitled to the income, receipt is probable and the amount can be quantified with reasonable accuracy.

Grants and donations are recognised when received by or on behalf of the charity. Gift aid tax refunds are recognised on a receivable basis.

Government grants are recognised when the charity is entitled to the grant, receipt is probable and the amount can be measured reliably.

Income from charitable letting is accounted for when earned.

Other trading activities income and investment income is included when receivable.

**h) Expenditure**

Expenditure is included on an accruals basis.

Charitable expenditure are costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

**i) The Funds of the Charity**

Funds held by the charity are:

**Unrestricted Funds**

These are funds that are not subject to any restrictions regarding their use and are available for application within the charitable objects for the general purposes of the charity.

**j) Financial Instruments**

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

**k) Going concern**

The trustees consider there are no material uncertainties about the charity's ability to continue as a going concern.

**2. LEGAL STATUS OF THE CHARITY**

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £10. The charitable company is UK based and its registered address is: 15, Southernhay East, Exeter, EX1 1QE.



**BERNARD'S ACRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR TO 31<sup>ST</sup> DECEMBER 2022**

**3. TAXATION**

As a charitable company, Bernard's Acre is exempt from tax on income and gains falling within sections 466 to 493 of the Corporation Tax Act 2010 and section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable purposes. No tax charges have arisen in the charity.

**4. TANGIBLE FIXED ASSETS**

	Freehold Property £	Fixtures/Fittings & Equipment £	Total £
<b>COST/VALUATION</b>			
At 1 January 2022	400,000	33,969	433,969
Additions for the year	-	24,608	24,608
At 31 December 2022	<u>400,000</u>	<u>58,577</u>	<u>458,577</u>
<b>DEPRECIATION</b>			
At 1 January 2022	-	14,130	14,130
Charge for year	-	8,787	8,787
At 31 December 2022	<u>-</u>	<u>22,917</u>	<u>22,917</u>
<b>NET BOOK VALUE</b>			
At 31 December 2022	<u>400,000</u>	<u>35,660</u>	<u>435,660</u>
At 31 December 2021	<u>400,000</u>	<u>19,839</u>	<u>419,839</u>

**5. DEBTORS**

	2022 £	2021 £
Other Debtors: Gift Aid	313	-
Other Debtors: Letting Income	2,358	211
Other Debtors: Other Income: Water Supply Riverside Cottage	34	-
Prepayments	2,106	2,013
	<u>4,811</u>	<u>2,224</u>

**BERNARD'S ACRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR TO 31<sup>ST</sup> DECEMBER 2022**

**6. CREDITORS: Amounts falling due within one year**

	2022	2021
	£	£
Other Creditors	167	432
Accruals and deferred income	10,390	8,322
	<u>10,557</u>	<u>8,754</u>

**7. CREDITORS: Amounts falling due after one year**

A loan of £100,000 has been offered by The Loraine Christian Trust with interest charged at 4% over a period of up to fifteen years. The full £100,000 of this loan had been drawn down and £18,000 repaid at the balance sheet date.

**8. EMPLOYMENT COSTS**

Total remuneration for the year amounted to £9,473. Gross salaries amounted to £9,227. Employers' national insurance totalled £174 which was covered by the employment allowance and is shown as 'other income.' Employer pension payments amounted to £72.

There were no employees with remuneration above £60,000.

The average number of employees was 1. (2021 – 1)

**9. TRUSTEES' REMUNERATION AND EXPENSES**

No remuneration directly or indirectly out of the funds of the charitable company is paid or is due for the year to any trustee.

The charity's insurance included trustee indemnity insurance.

No reimbursement of expenses in respect of services provided has been made or is due to be made to any of the trustees in respect of the year.

**10. RELATED PARTY TRANSACTIONS**

Equipment and work done totalling £453 was paid for by the charity to a company where the son of two of the trustees is a director. There were no further related party transactions during the year.

**11. SUPPLY OF WATER TO RIVERSIDE COTTAGE**

A deed has been drawn up between Bernard's Acre and Riverside Cottage regarding water supplied via Bernard's Acre. The costs of metered water and standing charge are shown in other income.

**12. GOVERNMENT GRANTS**

During the year, the charity received one government grant totalling £2,667. This was a funding package given by the government and applied to certain businesses affected by the Coronavirus outbreak.

**13. ACCOUNTANCY & INDEPENDENT EXAMINATION**

£690 was paid for the charity's independent examination in the year which included an element for accounts preparation.

**BERNARD'S ACRE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR TO 31<sup>ST</sup> DECEMBER 2022**

		<b>Unrestricted Funds</b>	
	<b>Note</b>	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
<b>INCOME FROM:</b>			
<b>14. Donations</b>			
Grants and Donations		<b>3,400</b>	3,911
Gift aid tax refunds		<b>313</b>	78
Government Grants	12	<b>2,667</b>	15,668
		<hr/> <b>6,380</b>	<hr/> 19,657
<b>EXPENDITURE ON:</b>			
<b>15. Charitable activities</b>			
Employment costs	8	<b>9,473</b>	889
Advertising		<b>931</b>	517
Heating & Lighting		<b>4,303</b>	3,007
Insurance		<b>2,819</b>	2,756
Water & Sewage		<b>526</b>	385
Waste Disposal		<b>484</b>	1,005
Telephone		<b>795</b>	672
Repairs, maintenance and equipment		<b>5,431</b>	5,327
Cleaning expenses		<b>3,814</b>	1,762
Rent & Rates		<b>348</b>	241
Accountancy & Independent examination	13	<b>690</b>	670
Website expenses		<b>-</b>	84
Payroll charges		<b>351</b>	-
Bank charges		<b>81</b>	96
Miscellaneous expenses		<b>620</b>	837
Loan Interest		<b>3,684</b>	3,884
Depreciation		<b>8,787</b>	5,095
		<hr/> <b>43,137</b>	<hr/> 27,227