

COMPANY REGISTRATION NUMBER: 07139585

CHARITY REGISTRATION NUMBER: 1136373

Aapna Services Ltd
Company Limited by Guarantee
Financial Statements
31 March 2021

ANTHONY BLUEITT BA ACA
Chartered accountants & statutory auditor
Chuhan & Singh Partnership Limited
81 Borough Road
Middlesbrough
TS1 3AA

Aapna Services Ltd
Company Limited by Guarantee
Financial Statements
Year ended 31 March 2021

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Aapna Services Ltd
Company Limited by Guarantee
Trustees' Annual Report (Incorporating the Director's Report)
Year ended 31 March 2021

The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2021.

Reference and administrative details

Registered charity name	Aapna Services Ltd
Charity registration number	1136373
Company registration number	07139585
Principal office and registered office	Aapna House 31-35 Eastbourne Road Middlesbrough TS5 9QS

The trustees

A Ahlta
N Ramzan
D K Puri
W Hussain

Company secretary	A Puri
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Auditor	Anthony Blueitt BA ACA Chartered accountants & statutory auditor Chuhan & Singh Partnership Limited 81 Borough Road Middlesbrough TS1 3AA
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Aapna Services Ltd

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

Structure, governance and management

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 March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Governing Document

The charity is a company, limited by guarantee, incorporated on 20th January 2010 and registered as a charity on 15th June 2010. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of its being wound up, members are required to contribute an amount not exceeding £10.

Recruitment, appointment and training of Trustees

The trustees are recruited from a pool of individuals who support the organisation. Potential trustees are briefed by the manager and given copies of relevant policies and procedures and appropriate training of roles and responsibilities is carried out.

Risk management

The trustees constantly review the risks to which the charity is exposed and to this end they put in place systems and strategies to minimise those risks.

Organisational Structure

The trustees are responsible for the strategic objectives of the charity. The day to day running of the organisation is delegated to the manager who regularly reports to the trustees.

Related Parties

There are no related parties other than Trustees and their immediate family.

Aapna Services Ltd

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

Objectives and activities

Aapna has been consistently working hard to achieve its objectives. It has been strengthening its position by improving and expanding its services. Since Aapna has moved to its new premises the organisation has grown to set up new services and to increase its workforce.

The aim of the charity is to promote social inclusion for the public benefit by working with people from black, Asian and minority ethnic background who are socially excluded on the grounds of their ethnic origin, religion, belief or creed, in particular, but not exclusively by:

1. Providing a local network group that encourages and enable the said beneficiaries to participate more effectively with the wider community
2. Increasing or co-ordinating opportunities for the said beneficiaries to engage with service providers, to enable those providers to adapt services to better meet the needs of the beneficiaries
3. To preserve and protect the health of those caring for people with physical, mental, learning or sensory impairment within the family home by offering a respite service through the provision of community-based care.
4. To relieve financial hardship among BME people and their dependents living in Middlesbrough and neighbouring areas by associating together with Local Authorities, Voluntary and other organisations in a common effort to advance education and provide facilities in the interest of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for BAME people
5. To relieve vulnerable people resident in social housing who are in need, by providing specially designed or adapted housing, and items, services or facilities calculated to relieve the needs of such persons

The trustees have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission.

Aapna Services Ltd

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

Achievements and performance

Milan Ladies Day Care: This service runs three times a week. We have clients coming from Middlesbrough, Stockton and Redcar and Cleveland area. We have built up the service to accommodate 65 ladies. Referrals from professionals are received for clients to attend the service but sometimes the service is also offered to individuals on self-referral basis for those who do not qualify to receive assistance from social services. Aapna has an open-door policy to offer support to all who are in need of information, advice and guidance. We provide many activities to the ladies which includes chair-based exercise, massage, information sharing on health issues, weight management programme, diabetes and cancer sessions etc. The service is very popular among local communities.

Men's Day Care: This provision is provided to support elderly men from BAME population to enhance their life experience. This group meets two days a week. It's a mixed ability group of individuals who might have mild to moderate mental health issue, dementia and physical disability. Various therapeutic activities are provided. The aim of the service is to eliminate isolation, reduce loneliness and to improve social contact. We receive referrals from Middlesbrough, Stockton and Redcar social services department. We are known to provide service to individuals who might not meet Social Services criteria but would benefit from attending the service to improve their mental well-being. The numbers of attendees have gradually increased this year. We offer this service to 13 men in a week.

Learning Disability Services Day Care: LD day care provision is well established. We provide this service to 14 clients of various ability. The majority of the clients are male and have additional disability. The staff hold weekly meetings with the client to go through the weekly activity plan. The clients are given support and every opportunity to choose their weekly activities and discuss any issues in the meeting. Every client has a person-centred plan around their wants and wishes and it gets reviewed every so often to reflect their achievements. Nursing students from Teesside University are regularly placed in this service to gain BAME perspective and to gain community experience.

Learning Disability Services Short Break: The short break is offered currently in the evening to carry out an activity of client's choice once a week. The service is for four hours and supported by two qualified staff with the transport. The need for a building base residential short break service has been identified. Aapna has provided, for over 18 months, weekend breaks to two clients but unfortunately it had to stop the service due to premises not being approved by CQC. We have a purchased four-bedroom residential home on Eastbourne Road. It has an outbuilding that can be used as a sports room to provide any additional activities. The builders have given an estimate to renovate both parts of the building. Darren from Design has been appointed to submit the application for planning permission to Middlesbrough Council. Aapna has signed a short break contract with Middlesbrough Council and Redcar and Cleveland Council.

Dementia Service: After initial investment from the CCG (Clinical Commissioning Group) in this service, it has gradually established itself. Regular referrals from the Older People Mental Health team are received to provide day care or one to one support at home. All the staff who work with dementia patient has minimum level 2 in Dementia Awareness training. We have held a charity event to raise funds for dementia service this year which was well attended by members of the local community.

Home Care Service: This is one of the core services Aapna provides to the communities. We provide support to individuals to keep them living independently in the community as long as possible. We have a contract with Middlesbrough Council. This service has become the main source of income. Our staffing level has increased from 47 to 61 this year. Because of the expansion of this service, we have met our financial projection of our business plan for this year. Most of our clients are from Middlesbrough and Stockton Council. We also provide service to private clients as well. The CQC inspection in February 2020 has given us good in all areas.

Counselling: The bilingual counsellor has been with Aapna for the last five years and has been

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

consistently providing this valuable service to BAME communities. We have noticed the change in the trends of the referrals. More and more individuals are walking through the door and self-referring for this service. The counsellor delivers this vital service to anyone from the Tees Valley.

Financial review

Aapna has met its projected targets in its business plan. The Statement of Financial Activities shows the result of the charity for the year.

The trustees have established that the organisation should aim to build up free reserves, being residual reserves after allowing for funds tied up in tangible fixed assets, of approximately 6 to 9 months running costs. Free reserves, at 31st March 2021 were £879,535 which is sufficient to cover the running costs of the charity for more than six months.

Events after the end of the reporting period

In common with other charities, in these challenging times, the trustees have considered the susceptibility of the charity to the risks due to Covid 19. Since the year end, the home care activities of the charity have continued without interruption, although, there have been increased PPE and staffing costs. The Day Care Centre has been running on a reduced basis with additional costs for cleaning and staffing.

The trustees would like to take this opportunity to thank the staff, volunteers and service users for their hard work and co-operation throughout 2021.

Trustees' responsibilities statement

The trustees, who are also directors for the purposes of company law, are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the income and expenditure, for that period.

In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

Auditor

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 13/12/2021 and signed on behalf of the board of trustees by:



A Ahitan
Trustee

Aapna Services Ltd

Company Limited by Guarantee

Independent Auditor's Report to the Members of Aapna Services Ltd

Year ended 31 March 2021

Opinion

We have audited the financial statements of Aapna Services Ltd (the 'charity') for the year ended 31 March 2021 which comprise the statement of financial activities (including income and expenditure account), statement of financial position, statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Aapna Services Ltd

Company Limited by Guarantee

Independent Auditor's Report to the Members of Aapna Services Ltd *(continued)*

Year ended 31 March 2021

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Act 2011 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

Aapna Services Ltd

Company Limited by Guarantee

Independent Auditor's Report to the Members of Aapna Services Ltd *(continued)*

Year ended 31 March 2021

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We gained an understanding of the legal and regulatory framework applicable to the charity and considered the risks of acts by the charity that are contrary to applicable laws and regulations, including fraud. We designed audit procedures to respond to the risk, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentionally misrepresentations, or through collusion.

Based on our understanding of the charitable company and the environment in which it operates, we identified that the principal risks of non-compliance with laws and regulations related to social care, safeguarding, employment, health and safety regulations and charity law. We also considered those laws and regulations that have a direct impact on the financial statements including, but not limited to, the Charities Act 2011, Companies Act 2006, Charities (Accounts and Reports Regulations) and the Charities SORP (FRS 102). Our tests included agreeing the financial statement disclosures to underlying supporting documentation and enquiries with management. We also addressed the risk of management override of internal controls, including evaluating whether there was evidence of bias by the trustees that represented a risk of material misstatement due to fraud.

Owing to the inherent limitations of an audit, there is an unavoidable risk that some material misstatements in the financial statements may not be detected, even though the audit is properly planned and performed in accordance with the ISAs (UK). For instance, the further removed non-compliance is from the events and transactions reflected in the financial statements, the less likely the auditor is to become aware of it or to recognise the non-compliance.

Aapna Services Ltd

Company Limited by Guarantee

Independent Auditor's Report to the Members of Aapna Services Ltd *(continued)*

Year ended 31 March 2021

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's members, as a body, in accordance with section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.



Anthony Blueitt BA ACA (Senior Statutory Auditor)

For and on behalf of
Anthony Blueitt BA ACA
Chartered accountants & statutory auditor
Chuhan & Singh Partnership Limited
81 Borough Road
Middlesbrough
TS1 3AA

15 December 2021

Aapna Services Ltd
Company Limited by Guarantee
Statement of Financial Activities
(including income and expenditure account)
Year ended 31 March 2021

		2021		2020
	Note	Unrestricted funds £	Total funds £	Total funds £
Income and endowments				
Donations and legacies	5	—	—	12,766
Charitable activities	6	1,383,077	1,383,077	1,129,492
Total income		<u>1,383,077</u>	<u>1,383,077</u>	<u>1,142,258</u>
Expenditure				
Expenditure on charitable activities	7,8	926,270	926,270	829,121
Total expenditure		<u>926,270</u>	<u>926,270</u>	<u>829,121</u>
Net income and net movement in funds		<u>456,807</u>	<u>456,807</u>	<u>313,137</u>
Reconciliation of funds				
Total funds brought forward		1,658,673	1,658,673	1,345,536
Total funds carried forward		<u>2,115,480</u>	<u>2,115,480</u>	<u>1,658,673</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

Aapna Services Ltd
Company Limited by Guarantee
Statement of Financial Position
31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible fixed assets	13	1,235,945	858,399
Current assets			
Debtors	14	196,985	165,549
Cash at bank and in hand		924,259	895,768
		<u>1,121,244</u>	<u>1,061,317</u>
Creditors: amounts falling due within one year	15	51,457	50,914
Net current assets		<u>1,069,787</u>	<u>1,010,403</u>
Total assets less current liabilities		2,305,732	1,868,802
Creditors: amounts falling due after more than one year	16	190,252	210,129
Net assets		<u>2,115,480</u>	<u>1,658,673</u>
Funds of the charity			
Unrestricted funds		2,115,480	1,658,673
Total charity funds	17	<u>2,115,480</u>	<u>1,658,673</u>

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

These financial statements were approved by the board of trustees and authorised for issue on 13/12/2021, and are signed on behalf of the board by:



A Ahitan
Trustee

Aapna Services Ltd
Company Limited by Guarantee
Statement of Cash Flows
Year ended 31 March 2021

	2021	2020
	£	£
Cash flows from operating activities		
Net income	456,807	313,137
<i>Adjustments for:</i>		
Depreciation of tangible fixed assets	39,516	27,086
Interest payable and similar charges	11,555	12,403
Accrued expenses	2,429	14,062
<i>Changes in:</i>		
Trade and other debtors	(31,436)	(98,508)
Trade and other creditors	(1,886)	(134)
Cash generated from operations	476,985	268,046
Interest paid	(11,555)	(12,403)
Net cash from operating activities	<u>465,430</u>	<u>255,643</u>
Cash flows from investing activities		
Purchase of tangible assets	(417,062)	(2,721)
Net cash used in investing activities	<u>(417,062)</u>	<u>(2,721)</u>
Cash flows from financing activities		
Proceeds from borrowings	(19,877)	(11,242)
Net cash used in financing activities	<u>(19,877)</u>	<u>(11,242)</u>
Net increase in cash and cash equivalents	28,491	241,680
Cash and cash equivalents at beginning of year	895,768	654,088
Cash and cash equivalents at end of year	<u>924,259</u>	<u>895,768</u>

The notes on pages 14 to 21 form part of these financial statements.

Aapna Services Ltd
Company Limited by Guarantee
Notes to the Financial Statements
Year ended 31 March 2021

1. General Information

The charity is a public benefit entity and a private company limited by guarantee, registered in and a registered charity in England and Wales. The address of the registered office is Aapna House, 31-35 Eastbourne Road, Middlesbrough, TS5 9QS.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

In common with other charities, in these challenging times, the trustees have considered the susceptibility of the charity to the risks due to Covid 19. Since the year end, the home care activities of the charity have continued without interruption. Although, there have been increased PPE and staffing costs. The Day Care Centre has been running on a reduced basis with additional costs for cleaning and staffing. To mitigate the effects of the reduction in income and the increased costs the charity has received grants from the Big Lottery and Middlesbrough Council.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. There are no significant judgements included in these financial statements. The only relevant estimation used in these financial statements is for depreciation of fixed assets.

Aapna Services Ltd

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

3. Accounting policies *(continued)*

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Aapna Services Ltd

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

3. Accounting policies *(continued)*

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Freehold property	-	2% straight line
Motor vehicles	-	25% straight line
Equipment	-	25% straight line

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

Aapna Services Ltd

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

3. Accounting policies *(continued)*

Impairment of fixed assets *(continued)*

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

4. Limited by guarantee

The charity is a company, limited by guarantee, incorporated on 20th January 2010 and registered as a charity on 15th June 2010. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of its being wound up, members are required to contribute an amount not exceeding £10.

5. Donations and legacies

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Donations				
Donations	—	—	12,766	12,766

Aapna Services Ltd

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

6. Charitable activities

	Unrestricted Funds	Total Funds 2021	Unrestricted Funds	Total Funds 2020
	£	£	£	£
Counselling Services	2,820	2,820	11,770	11,770
Personal Budget Contracts	780,511	780,511	755,831	755,831
Direct Commissioning	464,285	464,285	352,560	352,560
Activities and Trips	1,013	1,013	556	556
Other Income	1,977	1,977	1,975	1,975
Work Place Development Fund	900	900	6,800	6,800
Grants receivable	131,571	131,571	–	–
	<u>1,383,077</u>	<u>1,383,077</u>	<u>1,129,492</u>	<u>1,129,492</u>

7. Expenditure on charitable activities by fund type

	Unrestricted Funds	Total Funds 2021	Unrestricted Funds	Total Funds 2020
	£	£	£	£
Charitable activities	922,363	922,363	824,308	824,308
Support costs	3,907	3,907	4,813	4,813
	<u>926,270</u>	<u>926,270</u>	<u>829,121</u>	<u>829,121</u>

8. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	Total funds 2021	Total fund 2020
	£	£	£	£
Charitable activities	922,363	–	922,363	824,308
Governance costs	–	3,907	3,907	4,813
	<u>922,363</u>	<u>3,907</u>	<u>926,270</u>	<u>829,121</u>

9. Net income

Net income is stated after charging/(crediting):

	2021	2020
	£	£
Depreciation of tangible fixed assets	<u>39,516</u>	<u>27,086</u>

10. Auditors remuneration

	2021	2020
	£	£
Fees payable for the audit of the financial statements	<u>3,000</u>	<u>2,940</u>

11. Staff costs

Aapna Services Ltd

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

11. Staff costs *(continued)*

The average head count of employees during the year was Nil (2020: 65). The average number of full-time equivalent employees during the year is analysed as follows:

	2021 No.	2020 No.
Office staff	7	7
Care staff	58	58
	<u>65</u>	<u>65</u>

The number of employees whose remuneration for the year fell within the following bands, were:

	2021 No.	2020 No.
£70,000 to £79,999	<u>1</u>	<u>1</u>

12. Trustee remuneration and expenses

No expenses were paid to Trustees in the year.

13. Tangible fixed assets

	Freehold property £	Motor vehicles £	Equipment £	Total £
Cost				
At 1 April 2020	891,987	21,331	29,216	942,534
Additions	398,065	—	18,997	417,062
At 31 March 2021	<u>1,290,052</u>	<u>21,331</u>	<u>48,213</u>	<u>1,359,596</u>
Depreciation				
At 1 April 2020	41,470	21,331	21,334	84,135
Charge for the year	29,576	—	9,940	39,516
At 31 March 2021	<u>71,046</u>	<u>21,331</u>	<u>31,274</u>	<u>123,651</u>
Carrying amount				
At 31 March 2021	<u>1,219,006</u>	<u>—</u>	<u>16,939</u>	<u>1,235,945</u>
At 31 March 2020	<u>850,517</u>	<u>—</u>	<u>7,882</u>	<u>858,399</u>

14. Debtors

	2021 £	2020 £
Trade debtors	108,926	125,769
Other debtors	88,059	39,780
	<u>196,985</u>	<u>165,549</u>

Aapna Services Ltd

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

15. Creditors: amounts falling due within one year

	2021	2020
	£	£
Bank loans and overdrafts	12,000	12,000
Trade creditors	606	2,492
Accruals and deferred income	38,851	36,422
	<u>51,457</u>	<u>50,914</u>

Included in creditors falling due within one year and falling due after more than one year is a bank loan of £202,252 (2020: £222,129). This loan is secured by a fixed and floating charge over all of the property and undertakings of the charity.

16. Creditors: amounts falling due after more than one year

	2021	2020
	£	£
Bank loans and overdrafts	<u>190,252</u>	<u>210,129</u>

17. Analysis of charitable funds

Unrestricted funds

	At 1 April 2020	Income	Expenditure	At 31 March 2021
	£	£	£	£
General funds	<u>1,658,673</u>	<u>1,383,077</u>	<u>(926,270)</u>	<u>2,115,480</u>

	At 1 April 2019	Income	Expenditure	At 31 March 2020
	£	£	£	£
General funds	<u>1,345,536</u>	<u>1,142,258</u>	<u>(829,121)</u>	<u>1,658,673</u>

Aapna Services Ltd

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

18. Analysis of net assets between funds

	Unrestricted Funds £	Total Funds 2021 £
Tangible fixed assets	1,235,945	1,235,945
Current assets	1,121,244	1,121,244
Creditors less than 1 year	(51,457)	(51,457)
Creditors greater than 1 year	(190,252)	(190,252)
Net assets	2,115,480	2,115,480

	Unrestricted Funds £	Total Funds 2020 £
Tangible fixed assets	858,399	858,399
Current assets	1,061,317	1,061,317
Creditors less than 1 year	(50,914)	(50,914)
Creditors greater than 1 year	(210,129)	(210,129)
Net assets	1,658,673	1,658,673

19. Analysis of changes in net debt

	At 1 Apr 2020 £	Cash flows £	At 31 Mar 2021 £
Cash at bank and in hand	895,768	28,491	924,259
Debt due within one year	(12,000)	—	(12,000)
Debt due after one year	(210,129)	19,877	(190,252)
	673,639	48,368	722,007

Aapna Services Ltd
Company Limited by Guarantee
Management Information
Year ended 31 March 2021

The following pages do not form part of the financial statements.

Aapna Services Ltd
Company Limited by Guarantee
Detailed Statement of Financial Activities
Year ended 31 March 2021

	2021 £	2020 £
Income and endowments		
Donations and legacies		
Donations	—	12,766
	<u>—</u>	<u>12,766</u>
Charitable activities		
Counselling Services	2,820	11,770
Personal Budget Contracts	780,511	755,831
Direct Commissioning	464,285	352,560
Activities and Trips	1,013	556
Other Income	1,977	1,975
Work Place Development Fund	900	6,800
Grants receivable	131,571	—
	<u>1,383,077</u>	<u>1,129,492</u>
	<u>1,383,077</u>	<u>1,129,492</u>
Total Income	<u>1,383,077</u>	<u>1,142,258</u>
Expenditure		
Expenditure on charitable activities		
Wages and salaries	788,875	670,313
Insurance	4,982	3,641
Other establishment	10,183	10,300
Motor vehicle expenses	17,650	49,130
Other motor/travel costs	12,489	19,985
Legal and professional fees	13,376	11,036
Telephone	5,502	3,051
Other office costs	22,142	22,176
Depreciation	39,516	27,086
Interest on bank loans and overdrafts	11,555	12,403
	<u>926,270</u>	<u>829,121</u>
	<u>926,270</u>	<u>829,121</u>
Total expenditure	<u>926,270</u>	<u>829,121</u>
	<u>926,270</u>	<u>829,121</u>
Net income	<u>456,807</u>	<u>313,137</u>