

REGISTERED COMPANY NUMBER: 07292924 (England and Wales)
REGISTERED CHARITY NUMBER: 1138224-1

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020
FOR
SHEPHERDS DENE (INCORPORATING THE
STIRLING NEWALL TRUST)

Robson Laidler Accountants Limited
Fernwood House
Fernwood Road
Jesmond
Newcastle upon Tyne
NE2 1TJ

**SHEPHERDS DENE (INCORPORATING THE
STIRLING NEWALL TRUST)**

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Page
Reference and Administrative Details	1
Report of the Trustees	2 to 5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8 to 9
Notes to the Financial Statements	10 to 19

**SHEPHERDS DENE (INCORPORATING THE
STIRLING NEWALL TRUST)**

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 DECEMBER 2020**

Registered company number:
07292924 (England and Wales)

Registered Charity number:
1138224-1

Registered Office:
Time Central
32 Gallowgate
Newcastle-Upon-Tyne
Tyne and Wear
NE1 4BF

Trustees:
Reverend John McManners
Reverend Judith Grieve
Mr Robert Charles Philips Dower
Mr Derek Nicholson
Mrs Elizabeth Rowark
The Venerable Mark Wroe (resigned 31 December 2020)
Mr Alistair Jenkins

Warden:
Philip Davies

Independent examiner:
Robson Laidler Accountants Limited
Fernwood House
Fernwood Road
Jesmond
Newcastle upon Tyne
NE2 1TJ

Bankers:
The Co-operative Bank
PO Box 250
Skelmersdale
WN8 6WT

Solicitors:
Muckle LLP
Time Central
32 Gallowgate
Newcastle upon Tyne
NE1 4BF

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of the charity are to advance the Christian religion by the provision of a house of retreat, primarily but not exclusively for members of the Church of England who are resident in the Dioceses of Newcastle and Durham, which may also be used for any other charitable purpose which, in the opinion of the trustees, will maintain and strengthen the religious and educational life of its users.

Public benefit

Shepherds Dene Retreat House is a grade two listed building set in 27 acres of land comprising formal garden, woodlands and fields. It is open throughout the year to any who wish to come for a time of spiritual refreshment, relaxation and education. Members of the public are welcome to walk in the grounds and many local residents choose to do so. As a Church of England Retreat House, Shepherds Dene welcomes guests and visitors of all faiths and none. The house has a chapel, a prayer house and other quiet places, both inside and out. There is also a programme of events mainly, though not exclusively, centred on the Christian faith. These range from guided retreats and meditations to wider cultural and artistic expression. The house holds exhibitions of artwork, which are open to the public. There are events involving music, flower arranging, guided visits to sites of historic and spiritual significance and walks in the beautiful surrounding countryside.

Shepherds Dene offers a hardship fund to enable people with limited income to access our facilities and the house is also used for community events. Shepherds Dene is closely linked to the local village community and has been involved in supporting events in that community, along with other local charities. The retreat house provides opportunities for local educational organisations to use our grounds and premises for developing life skills for people with significant learning disabilities. Shepherds Dene also offers opportunities to individuals who wish to volunteer in the house and grounds and to groups of volunteers, who wish to be involved in team-building days in the grounds.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

2020 was, to say the least, a challenging year. The year started well with business continuing as usual, albeit in the traditionally quieter months of January and February, but with a full programme of retreats and events planned for the rest of the year, including interviews for the post of Director scheduled for March. However, the Coronavirus pandemic intervened.

House Closure

On the 20th March 2020 the trustees took the decision to close Shepherds Dene because they could no longer ensure the safety of guests and staff. This enabled us to close in good order. Within a few days such a closure became mandatory and government restriction closed many other businesses throughout the country.

Throughout this crisis the Trustees adopted 3 policies in important priority:

- (i) the safety of guests and staff
- (ii) sustaining the financial and physical viability of the house.
- (iii) supporting staff by retaining jobs, paying wages, regular communication and prayer.

The house reopened cautiously on 20th September 2020.

Safe Working Plan

This reopening had been enabled by the development of a Safe Working Plan, largely devised by the staff and using Government guidance for the hospitality sector. Guests were provided in advance with notice of the precautions put in place to maintain safety, such as the reduction in the number of guests to provide each person with dedicated bathroom facilities, the serving of food by staff rather than by self service, wearing of masks in communal areas and the use of hand sanitiser on arrival and regularly thereafter. Thankfully, as a result of these measures, no guest or member of staff contracted the virus, and many guests commended the house on the balance achieved between hospitality and care for guests on the one hand and safety of guests and staff on the other. Overall the plan worked well. Guests reported feeling very safe and the staff were confident in its operation.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020

ACHIEVEMENT AND PERFORMANCE

Second House Closure

Unfortunately another wave of the pandemic obliged us to close again on the 4th November, following a further government directive.

New Director

One casualty of these closures was the appointment of a new director. Interviews of shortlisted candidates for this post had been scheduled for the 18th and 19th of March. It was felt that these could no longer be safely undertaken and the process was put on hold. Moves to review the process in November similarly had to be further postponed. We were able to keep in touch with candidates who understood the situation and retained their interest in the post.

Interim Director

Philip Davies, who had been operating as a part-time interim director of Shepherds Dene, kindly agreed to stay in post during this period of closure. His wise oversight has enabled us to keep the business ticking over. Together with Jan Dumbell, our Administrator he has been able to recycle a number of bookings and to line up new guests so that when we re-open we have a business to return to. This has been an exemplary endeavour. It should also be recorded that since the closure began Philip has refused to take a salary for his work. This exceptional generosity has been enormously beneficial to Shepherds Dene and greatly aided our financial survival. He has also made successful application for various grants available to the hospitality sector via the local authority and, together with Kim Sinclair, our Estates Manager, kept oversight of the security of our buildings.

Reflection on the postponement of New director's appointment.

It is clear that had we proceeded with the appointment of a new director we would have faced a very difficult circumstance. It would have been hugely difficult for any newly appointed executive to take over just as everything was closing. It would also have been very difficult for us to start to pay the salary of a full-time director at a time when our capital was depleting rapidly. The probability is that we would have had to immediately furlough our new director! This would have been the most unfair circumstance for everyone. The only alternative would have been a large-scale financial bailout.

Capital

The Trustees have been concerned to maintain the financial viability of Shepherds Dene. Our policy has been to maintain a minimum reserve of £30,000. to this end we have postponed capital projects. The main casualty has been the carpet replacement for stairs, lounge and hall corridor. (This was going to cost some £10,000 to be paid in 2 tranches). We were in the process of finding funding and had raised about £4,000 towards the total). Clearly, turnover during this time was very much depleted and expenditure incurred only where necessary to keep the business 'ticking over' and the buildings wind and watertight.

Furlough

During the time of closure, the staff were furloughed under the Government scheme (requiring Shepherds Dene to pay 20% of salaries initially), and grants were obtained for hospitality businesses from the Government and local authority wherever possible. We are pleased to report that all staff were retained during this difficult period and that they were paid their salaries in full.

Staff

Throughout this period contact was maintained with staff and the two Bishops through regular letters from the Chair of trustees. Staff themselves kept in contact through a WhatsApp group. Philip Davies' continued presence as Interim Warden was an important reassurance and pastoral resource.

Trustees

The Ven. Mark Wroe was appointed Bishop of Berwick in Newcastle Diocese during the year and so resigned as an ex-officio trustee, and Canon Bob Hopper resigned as a co-opted trustee. We are very grateful to them both for their contributions. With their resignations and a vacancy for an ex-officio Archdeacon from the Diocese of Durham, there are currently three vacancies which we hope will be filled shortly.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

ACHIEVEMENT AND PERFORMANCE

Forthcoming Issues

Restoring the finances of Shepherds Dene following the impact of the pandemic is clearly a priority for the immediate future and it is to be hoped that a new Director will be appointed soon to bring energy and expertise to this area of the life of the house, whilst maintaining the ethos and good relationships that are essential to a place of this kind.

With the financial pressures in mind, the trustees have set up a Finance Sub Group which has been examining the possibility of raising income through development of some of the property, by a fund raising appeal of some kind and by improved social media presence. These issues will be considered further during the coming months and will be a particular focus for the new Director once in post.

As ever, the trustees are grateful for the continued support of the two dioceses, for the loyal and unwavering support of its guests and for the dedication and support of its hard working staff team whose efforts in making Shepherds Dene a place of hospitality and welcome are very much appreciated.

FINANCIAL REVIEW

Financial position

Total income for the year was £189,696 (2019: £379,691). Income from grants and donations increased to £115,095 (2019: £26,191) largely due to the significant Government funding received. Income from lettings fell to £70,925 (2019: £337,103) as a result of the Retreat closures.

Outgoings were £239,519 (2019: £374,942), within which, staffing costs were £152,943 (2019: £199,214).

Overall, the charity had a net operating deficit of £49,923 (2019: surplus £4,749).

Reserves policy

It is the trustees' policy to maintain free reserves at a minimum of three months' operating expenditure. At 31 December 2020 the amount available in the Trust's unrestricted fund, excluding the capital of the property, was £50,982 which is slightly below the targeted level.

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.

Charity constitution

The charity is governed by a Charity Commission scheme dated 17 May 2011 and is registered with the Charity Commission under number 1138224-1.

Induction and training of new trustees

Under the Charity Commission scheme the Newcastle Diocesan Society is the custodian trustee of the charity. Shepherds Dene is the sole corporate trustee of the charity and the constitution of the corporate trustee specifies that its directors and trustees shall include:

1. The Bishop of Durham (or his nominee);
2. The Bishop of Newcastle (or his nominee);
3. The Archdeacon of Northumberland or such other archdeacon from his diocese as he may choose to nominate from time to time;
4. The Archdeacon of Durham or such other archdeacon from his diocese as he may choose to nominate from time to time;
5. Two nominees of the Newcastle Diocesan Board of Finance;
6. Two nominees of the Durham Diocesan Board of Finance.

In addition, those trustees may appoint up to 2 other trustees.

**SHEPHERDS DENE (INCORPORATING THE
STIRLING NEWALL TRUST) (REGISTERED NUMBER: 07292924)**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Key management remuneration

The Trustees/Directors of Shepherds Dene receive no salaries, expenses or other emoluments, for the work that they undertake on behalf of the Retreat House. The role of Warden/Director is a salaried post of full time employment, with responsibility for the strategic development, financial performance and promotion of Shepherd's Dene Retreat House and its programmes. The Warden also has responsibility for the management, welfare and development of staff and volunteers of Shepherds Dene, the care and wellbeing of guests, the maintenance of the fabric of house and gardens and the management of the financial resources. No accommodation is provided for the Warden/Director, unlike most other retreat houses.

Investment powers

The charity's governing document permits wide powers of investment. The trustees generally follow the ethical investment policy of the Central Board of Finance of the Church of England.

Related parties

The charity is part of the work of Newcastle and Durham Diocese, and is related to other charities established for the furtherance of that work.

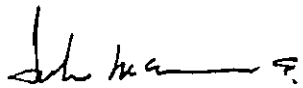
Risk management

The trustees are continuing to review risks. They are conscious of the need to maintain strong links with both Dioceses, in the light of further reductions in diocesan grant support, and to continue to review staffing.

EVENTS SINCE THE END OF THE YEAR

Information relating to events since the end of the year is given in the notes to the financial statements.

Approved by order of the board of trustees on 27-9-2021 and signed on its behalf by:



Reverend J McManners - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
SHEPHERDS DENE (INCORPORATING THE
STIRLING NEWALL TRUST)**

Independent examiner's report to the trustees of Shepherds Dene (Incorporating the Stirling Newall Trust) ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2020.

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 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.



Nicholas Cunningham FCCA
Association of Chartered Certified Accountants
Robson Laidler Accountants Limited
Fernwood House
Fernwood Road
Jesmond
Newcastle upon Tyne
NE2 1TJ

Date: 29.9.2021

**SHEPHERDS DENE (INCORPORATING THE
STIRLING NEWALL TRUST)**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Notes	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	114,857	238	115,095	26,191
Charitable activities					
Operation of Retreat House		70,925	-	70,925	337,103
Other trading activities	3	3,676	-	3,676	16,397
Total		189,458	238	189,696	379,691
EXPENDITURE ON					
Raising funds		2,161	-	2,161	5,598
Charitable activities	4				
Operation of Retreat House		237,358	-	237,358	369,344
Total		239,519	-	239,519	374,942
NET INCOME/(EXPENDITURE)		(50,061)	238	(49,823)	4,749
RECONCILIATION OF FUNDS					
Total funds brought forward		2,670,637	4,733	2,675,370	2,670,621
TOTAL FUNDS CARRIED FORWARD		2,620,576	4,971	2,625,547	2,675,370

The notes form part of these financial statements

**SHEPHERDS DENE (INCORPORATING THE
STIRLING NEWALL TRUST) (REGISTERED NUMBER: 07292924)**

**BALANCE SHEET
31 DECEMBER 2020**

	Notes	2020 £	2019 £
FIXED ASSETS			
Tangible assets	10	2,619,655	2,629,243
CURRENT ASSETS			
Stocks	11	2,330	3,930
Debtors	12	18,747	20,516
Cash at bank and in hand		28,575	57,976
		<u>49,652</u>	<u>82,422</u>
CREDITORS			
Amounts falling due within one year	13	(43,760)	(36,295)
NET CURRENT ASSETS		<u>5,892</u>	<u>46,127</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>2,625,547</u>	<u>2,675,370</u>
NET ASSETS		<u>2,625,547</u>	<u>2,675,370</u>
FUNDS	15		
Unrestricted funds		2,620,576	2,670,637
Restricted funds		4,971	4,733
TOTAL FUNDS		<u>2,625,547</u>	<u>2,675,370</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

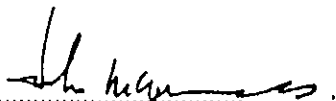
- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its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

**SHEPHERDS DENE (INCORPORATING THE
STIRLING NEWALL TRUST) (REGISTERED NUMBER: 07292924)**

**BALANCE SHEET - continued
31 DECEMBER 2020**

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 27-9-2021 and were signed on its behalf by:



Reverend J McManners - Trustee

**SHEPHERDS DENE (INCORPORATING THE
STIRLING NEWALL TRUST)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

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.

The financial statements have been prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. The trustees have considered a period of 12 months from the balance sheet date and consider no further disclosures relating to the charity's ability to continue as a going concern need to be made.

Shepherds Dene meets the definition of a public benefit entity entry under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The financial accounts are prepared in Sterling (£).

Significant estimates and judgements

The preparation of the financial statements requires the trustees to make judgements and estimates. The main areas where such judgements and estimates are made are in respect of depreciation of tangible fixed assets.

The company has applied the following accounting policies:

Financial reporting standard 102 - reduced disclosure exemptions

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income received by way of grants, donations and gifts is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income.

**SHEPHERDS DENE (INCORPORATING THE
STIRLING NEWALL TRUST)**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

1. ACCOUNTING POLICIES - continued

Expenditure

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Kitchen & catering equipment	- Straight line over 15 years
Fixtures and fittings	- Straight line over 5 years

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

As a charity, the company is exempt from tax on income and gains to the extent that these are applied to charitable objects. No tax charges have arisen in the charity.

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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and 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.

Creditors and provisions

Creditors and provisions are recognised where 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 and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**SHEPHERDS DENE (INCORPORATING THE
STIRLING NEWALL TRUST)**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

2. DONATIONS AND LEGACIES

	2020	2019
	£	£
Donations	5,218	4,441
Grants	109,877	21,750
	<u>115,095</u>	<u>26,191</u>

Grants received, included in the above, are as follows:

	2020	2019
	£	£
Durham Diocesan Board of Finance	-	10,000
Newcastle Diocesan Board of Finance	4,375	3,750
Newcastle upon Tyne Church of England Institute Trust	-	8,000
Government grants	74,052	-
Northumberland County Council	31,450	-
	<u>109,877</u>	<u>21,750</u>

3. OTHER TRADING ACTIVITIES

	2020	2019
	£	£
Stall sales	1,592	6,636
Bar sales	1,399	8,630
Rents received	650	788
Art sales	35	343
	<u>3,676</u>	<u>16,397</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 5) £
Operation of Retreat House	<u>237,358</u>

**SHEPHERDS DENE (INCORPORATING THE
STIRLING NEWALL TRUST)**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

5. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2020	2019
	£	£
Staff costs	152,943	199,214
Light and heat	18,517	22,847
Miscellaneous expenses	955	135
Repairs & maintenance	10,200	27,468
Food purchases	9,818	48,077
Administration & publicity	22,647	45,542
Volunteer expenses	-	188
Accountancy	6,967	3,960
Water and sewerage	364	1,168
Cleaning and laundry	2,728	10,048
Depreciation	11,430	10,697
Loss on sale of assets	789	-
	<u>237,358</u>	<u>369,344</u>

6. NET INCOME/(EXPENDITURE)

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

	2020	2019
	£	£
Depreciation - owned assets	11,430	10,897
Deficit on disposal of fixed assets	789	-
Independent Examiners fee	4,040	3,960
	<u>16,259</u>	<u>14,857</u>

Key management remuneration totalled £2,550 (2019: £32,213)

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2020 nor for the year ended 31 December 2019.

8. STAFF COSTS

	2020	2019
	£	£
Wages and salaries	146,252	187,853
Social security costs	3,047	7,026
Other pension costs	3,644	4,335
	<u>152,943</u>	<u>199,214</u>

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

	2020	2019
	29	27
House Staff	<u>29</u>	<u>27</u>

**SHEPHERDS DENE (INCORPORATING THE
STIRLING NEWALL TRUST)**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

8. STAFF COSTS - continued

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

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	7,530	18,661	26,191
Charitable activities			
Operation of Retreat House	337,103	-	337,103
Other trading activities	16,397	-	16,397
Total	361,030	18,661	379,691
 EXPENDITURE ON			
Raising funds	5,598	-	5,598
Charitable activities			
Operation of Retreat House	369,344	-	369,344
Total	374,942	-	374,942
 NET INCOME/(EXPENDITURE)	(13,912)	18,661	4,749
Transfers between funds	23,000	(23,000)	-
Net movement in funds	9,088	(4,339)	4,749
 RECONCILIATION OF FUNDS			
Total funds brought forward	2,661,549	9,072	2,670,621
 TOTAL FUNDS CARRIED FORWARD	2,670,637	4,733	2,675,370

SHEPHERDS DENE (INCORPORATING THE STIRLING NEWALL TRUST)

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

10. TANGIBLE FIXED ASSETS

	Freehold property £	Kitchen & catering equipment £	Fixtures and fittings £	Totals £
COST				
At 1 January 2020	2,612,880	31,009	99,028	2,742,917
Additions	-	2,630	-	2,630
Disposals	-	(848)	(425)	(1,273)
At 31 December 2020	<u>2,612,880</u>	<u>32,791</u>	<u>98,603</u>	<u>2,744,274</u>
DEPRECIATION				
At 1 January 2020	25,478	19,274	68,922	113,674
Charge for year	1,820	1,418	8,192	11,430
Eliminated on disposal	-	(265)	(220)	(485)
At 31 December 2020	<u>27,298</u>	<u>20,427</u>	<u>76,894</u>	<u>124,619</u>
NET BOOK VALUE				
At 31 December 2020	<u>2,585,582</u>	<u>12,364</u>	<u>21,709</u>	<u>2,619,655</u>
At 31 December 2019	<u>2,587,402</u>	<u>11,735</u>	<u>30,106</u>	<u>2,629,243</u>

Freehold Property

Included in freehold property is freehold land of £830,806 (2019: £830,806), which has not been depreciated.

The freehold property represents freehold land and buildings. The property was donated to the charitable company on 17 May 2011 at fair market value and is shown at cost, plus any subsequent additions.

The property is Grade II listed and as a result is maintained in a good state of repair. Depreciation is charged on an annual basis to write the value of the property down to its estimated residual value in 100 years.

11. STOCKS

	2020 £	2019 £
Raw materials and consumables	<u>2,330</u>	<u>3,930</u>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Trade debtors	8,203	13,936
Other debtors	795	3,086
Prepayments	9,749	3,494
	<u>18,747</u>	<u>20,516</u>

**SHEPHERDS DENE (INCORPORATING THE
STIRLING NEWALL TRUST)**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade creditors	3,484	5,797
Social security and other taxes	4,031	4,384
Deposits in advance	28,600	20,905
Accrued expenses	7,645	5,209
	<u>43,760</u>	<u>36,295</u>

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	2020 Total funds	2019 Total funds
	£	£	£	£
Fixed assets	2,619,655	-	2,619,655	2,629,243
Current assets	44,681	4,971	49,652	82,422
Current liabilities	(43,760)	-	(43,760)	(36,295)
	<u>2,620,576</u>	<u>4,971</u>	<u>2,625,547</u>	<u>2,675,370</u>

15. MOVEMENT IN FUNDS

	At 1.1.20	Net movement in funds	At 31.12.20
	£	£	£
Unrestricted funds			
General fund	2,639,918	(46,160)	2,593,758
Capital Fund	30,719	(3,901)	26,818
	<u>2,670,637</u>	<u>(50,061)</u>	<u>2,620,576</u>
Restricted funds			
Woodland fund	335	-	335
The Muckle fund	1,056	-	1,056
Carpet fund	3,342	238	3,580
	<u>4,733</u>	<u>238</u>	<u>4,971</u>
TOTAL FUNDS	<u>2,675,370</u>	<u>(49,823)</u>	<u>2,625,547</u>

**SHEPHERDS DENE (INCORPORATING THE
STIRLING NEWALL TRUST)**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

15. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	189,458	(235,618)	(46,160)
Capital Fund	-	(3,901)	(3,901)
	<u>189,458</u>	<u>(239,519)</u>	<u>(50,061)</u>
Restricted funds			
Carpet fund	238	-	238
	<u>238</u>	<u>-</u>	<u>238</u>
TOTAL FUNDS	<u>189,696</u>	<u>(239,519)</u>	<u>(49,823)</u>

Comparatives for movement in funds

	At 1.1.19 £	Net movement in funds £	Transfers between funds £	At 31.12.19 £
Unrestricted funds				
General fund	2,647,364	(7,446)	-	2,639,918
Capital Fund	14,185	(6,466)	23,000	30,719
	<u>2,661,549</u>	<u>(13,912)</u>	<u>23,000</u>	<u>2,670,637</u>
Restricted funds				
Woodland fund	335	-	-	335
The Muckle fund	1,056	-	-	1,056
Carpet fund	2,681	661	-	3,342
Lift refurbishment	5,000	18,000	(23,000)	-
	<u>9,072</u>	<u>18,661</u>	<u>(23,000)</u>	<u>4,733</u>
TOTAL FUNDS	<u>2,670,621</u>	<u>4,749</u>	<u>-</u>	<u>2,675,370</u>

**SHEPHERDS DENE (INCORPORATING THE
STIRLING NEWALL TRUST)**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

15. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	361,030	(368,476)	(7,446)
Capital Fund	-	(6,466)	(6,466)
	<u>361,030</u>	<u>(374,942)</u>	<u>(13,912)</u>
Restricted funds			
Carpet fund	661	-	661
Lift refurbishment	18,000	-	18,000
	<u>18,661</u>	<u>-</u>	<u>18,661</u>
TOTAL FUNDS	<u>379,691</u>	<u>(374,942)</u>	<u>4,749</u>

Woodland fund

This fund represents income received from the Forestry Commission and donations received through the 'Sponsor a tree' appeal which is to be used for the improvement of the woodland, including clearing and replanting trees.

The Muckle fund

This was a donation received for the purpose of building steps in the woodland.

Carpet fund

The carpet fund relates to donations received to renew the carpets.

Lift refurbishment fund

The lift refurbishment fund relates to grants received to help towards the refurbishment of the lift.

Capital fund

Capital items funded by restricted grants.

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2020.

17. POST BALANCE SHEET EVENTS

As a result of the Covid-19 pandemic and in line with Government policy, the retreat was closed at the start of the new financial year. The trustees are aware of the financial impact of this closure and have made additional disclosures in the trustees report in relation to this.

**SHEPHERDS DENE (INCORPORATING THE
STIRLING NEWALL TRUST)**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

18. COMPANY LIMITED BY GUARANTEE

The charity is a company limited by guarantee. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

19. CONTINGENT LIABILITIES

Grant income of £80,000 will become repayable to Newcastle Diocesan Board of Finance (£40,000) and Durham Diocesan Board of Finance (£40,000) if the freehold property is sold.