

**REGISTERED COMPANY NUMBER: 07384409 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1142171**

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 30 September 2021  
for  
Access Dorset Limited

LJB Chartered Certified Accountants  
Tax & Business Advisors  
864 Christchurch Road  
Bournemouth  
Dorset  
BH7 6DQ

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for the Year Ended 30 September 2021

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Access Dorset Limited

Report of the Trustees  
for the Year Ended 30 September 2021

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 30 September 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 Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

## **OBJECTIVES AND ACTIVITIES**

### **Objectives and aims**

Access Dorset is recognised locally and nationally by individuals and organisations as the leading user-led, pan-impairment disability rights organisation in Dorset. Through our Information and Advice Services, our Crisis Advocacy Service, our Vocational Support Services, our Community Café, our Activity Program, Training and Outreach we are in daily contact with disabled people, older people and carers who self-refer, or are referred by our partner organisations, other voluntary sector organisations and increasingly by statutory authorities.

Access Dorset's purpose as an organisation is to support and champion the lived experience of our constituents, particularly those at the margins, who are isolated because of social circumstances and whose voices are seldom heard. We do this by involving those who have lived experience in the running of our organisation, as Board Members, volunteers and staff. As a minimum 75% of our Trustees are disabled people. Currently, all our Trustees are disabled people, older people or carers.

We are committed to the social model of disability and are dedicated to improving health and wellbeing, challenging stereotypes and empowering people to attain their full potential. As a pan-impairment organisation we strive to be inclusive and accessible to all disabled people regardless of impairment, age or any other protected characteristic.

From our base at The Bridge we think of everyone as members of the community we are creating, The people who benefit from our projects, our volunteers, our customers, our staff and our trustees are all members of our community - each of equal worth. Beyond that, some members have additional responsibilities and duties. We are adopting a Psychologically Informed Environment (PIE) approach in pursuing our Objectives.

We have continued to work hard to find innovative and meaningful ways to continue to deliver on our Objectives throughout the Covid 19 pandemic. We have flexibly moved our activities online when necessary and backed this up with increased telephone support for beneficiaries of our charitable activities. Disabled and older people have been disproportionately affected by the pandemic, so it has been more important than ever that we continue to provide reliable support and information and take steps to reduce isolation and maintain good health and mental wellbeing.

### **Public Benefit**

The Board confirms that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities. All current and future activities are and will be of direct benefit to the public.

### **Objects**

The founding members of Access Dorset adopted the following objectives which we remain committed to:

- to establish a Centre for Independent Living in Dorset which will provide information and advice, peer support, advocacy and training, and generally supporting people to live independently and improve their life chances
- to develop the capacity and skills of disabled people, carers, older people and other users of support in Dorset, Bournemouth and Poole in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society

### **Vision**

Our vision is a community where disabled people, older people and carers, whatever their impairment type or background, have the same life chances as other people.

### **Volunteer Activities**

With a small team of paid employees Access Dorset is heavily dependent on a team of dedicated volunteers who support the governance, administration and activities of the charity. We would like to say a huge thank you to each and every one of them.

**Volunteer Activities (continued)**

We have a core pool of 54 volunteers who are all disabled people, older people and carers with a range of impairment types. They are involved in a range of peer support activities, including Board Membership; Vocational Skills Projects (including our Build and Grow Groups and our Horizons Café), our Activity Program, Outreach, and our Disability Equality Consultations.

Before each new volunteer joins our Activity Program at Access Dorset, they meet one to one with the Activity and Volunteer Co-ordinator for an informal discussion. During this meeting, the volunteer co-ordinator and new member will assess the individual's needs and identify a plan for meeting these needs together, using an assessment/application form as a guide, for example a recent new member joined with the goals of leaving his home more often, developing self-confidence and gaining experience in DIY with the end goal of becoming more attractive to potential employers. Last year we were pleased to achieve the Investing In Volunteers standard, and we continue to deliver our Volunteer Development Program to 'volunteer-leading' volunteers', to ensure that their training and development needs are met. We celebrate all our volunteers' achievements on social media and with our Volunteer of the Month programme.

The main needs of our members include support in building self-confidence and self-esteem, reducing isolation, gaining experience, meeting new people, building relationships, building resilience and help in considering next steps. Other needs are either immediately apparent or emerge over time, and might include seeking re-assessment of care needs by Social Care, support around Housing, support to access welfare benefits or appeal decisions.

We receive referrals from Supported Living providers, the NHS Learning Disability Team, Social Workers and other local charities. We have partnerships with Autism Wessex and some local schools who refer people to us. We also have a strong relationship with YMCA's youth disability project Chatterboxes. We also support our members to undergo training courses with online providers including High Speed Training (Health and Safety and Food Hygiene) and Brock College.

Many new volunteers started during the course of the last year and during lockdowns, new online roles were created, opening up exciting remote volunteering during these periods, which if anything has added to our pool of volunteers post lockdown.

**Risk Management**

The Board has appropriate Policies and Procedures in place, which are reviewed annually, to outline, minimise and manage all major risks to the Organisation and observes the methods and principles in the Charities SORP. Access Dorset Staff and Trustees have worked tirelessly to keep our Covid Risk Assessments up to date with a rapidly changing environment and have publicised these risk assessments and current protocols to all who visit Access Dorset.

## **ACHIEVEMENT AND PERFORMANCE**

### **Charitable activities**

Access Dorset is delivering key services in what is an extremely challenging environment. We have worked creatively and flexibly to continue to deliver services in the midst of the Coronavirus pandemic and all staff have been retained to continue to support our beneficiaries throughout the period.

Even prior to the pandemic, all our activities were focused on our community of interest, disabled people, older people and carers, who have been disproportionately affected by social, economic and health disadvantages because of cuts to health and social care and welfare benefits. Common themes that unite us are social isolation and loneliness; anxiety, loss of self-esteem, poor health, poor housing options, financial hardship and limited access to information and guidance to support independent living.

Early in the pandemic it became clear that disabled people were being profoundly impacted through lockdowns, with many other local support services closing temporarily, bringing with it excruciating social isolation, high levels of anxiety and depression. During lockdowns we quickly developed a vibrant program of activity online via zoom. We created new social opportunities, mental health support sessions, staying fit and healthy, cooking on a budget and guest speakers. Providing 1:1 support was challenging as many external agencies stopped seeing people face-to-face, and were very difficult to contact, but we still had great success in advocacy.

During the lockdowns we dramatically increased the number of volunteers we had, most of whom are still with us. Happily, we have now re-opened all activities back at The Bridge, but we now know we can immediately respond should we ever experience this situation again.

We are one of many charities that has been challenged by the changes to local authority spend and stiff competition for grant funding. However, Trustees and staff shared and have successfully taken forward our vision for creating a vibrant community hub and establishing an environment where local people can learn, experience, share, and support each other in maintaining an independent quality of life. We are bridging the gap that young disabled people experience in transition to adulthood, the gap between unemployment and employment and the gap between ill-health and self-management of health conditions. We are supporting disabled people in housing and financial crisis and taking great steps to reduce social isolation. We monitor outcomes using the Outcome Star where appropriate.

### **The Bridge**

Post lockdown, in the second half of our reporting year we saw a dramatic increase in activity at The Bridge. The Horizons Café is thriving; the Build, Grow and Cook groups are well established and partnership work with our resident friends at Bournemouth Older People Forum, DOTS Disability, Double Act Disability Theatre, Healthwatch Dorset and Parent Carer Forum is thriving. We have decided to focus on delivering our own activities and we are waiting for the Covid restrictions to lift further before re-starting external groups and private hires. Consequently, we have seen a reduction in income from room hires. This year with generous funding from Talbot Village Trust we completed full refurbishment of the men's and women's WC's and installed a new, insulated ceiling in the Main Hall.

### **Information and Advice Service**

Access Dorset's Information and Advice Service provides independent, free, peer-led support to disabled people, older people and carers. Enquiries to our service relate to a wide range of issues including:

- Benefits and financial advice
- Rights and discrimination
- Aids and adaptations in the home
- Health and self-management
- Social and leisure activities
- Community Safety
- Transport

**Information and Advice Service (continued)**

This service currently provides telephone advice 5 days per week aimed at disabled people of all ages (and any impairment type), older people and carers. All Access Dorset staff and volunteers contribute to delivering our Information and Advice Service and each bring different areas of expertise.

Disabled people face the impact of combined cuts to care and support for independent living and welfare benefits. These cuts are having a profoundly negative impact on disabled people's independent living and participation in the wider community. Consequently, there is enormous demand for the provision of free information, advice and support. This has only increased as a result of the pandemic.

**Help through Crisis/ Help Home from Hospital Advocacy Service**

Help through Crisis Dorset the National Lottery funded project that is being delivered by Access Dorset to provide information, advice and advocacy services to disabled people, people with long term health conditions and carers, who are facing hardship crisis, entered its fifth and final year of funding.

Entering the fifth year of the five year funded project we have had to consider implementing our exit strategy and to look at what would happen with the service after the funding ended. During the lifetime of the service other funding streams had been considered based on where referrals to the service were coming from. By far the largest and most consistent referrer was the Royal Bournemouth Hospital and a letter was given to Access Dorset from the Director of Operations of the Medical Care Group saying how the service had had life changing influences on the patient group being referred from the hospital to the service. This large group of referrals was then looked at to find out what primary issue the initial referral was addressing and within this group homelessness and unsuitable housing was the most frequent presenting need being addressed by the service.

We were successful in securing funding from Nationwide to deliver a service taking referrals from Bournemouth hospital, but with a much reduced capacity compared to the HtC service. The new service is called Help Home from Hospital and it works primarily with homeless people or people who are housed in unsuitable accommodation.

With regard to the HtC project bearing in mind that the project ended in June 2021, it received 34 referrals for that year in total, 8 of which were case worked and 26 were signposted. Over the lifetime of the project a total 246 clients were helped with 103 receiving casework responses and 143 receiving signposting.

The Help Home from Hospital project has received 25 referrals from April 2021 in the first six months. Referrals to the project have covered a range of issues such as EU nationals who hadn't applied for settled status before the deadline to do so, to people with untreated serious mental health issues, brain injuries or physical injuries as well as also being homeless or in unsuitable accommodation.

## **ACHIEVEMENT AND PERFORMANCE**

### **Charitable activities**

#### **Vocational Support Services**

##### **Build/Grow/Cook**

Build and Grow continues to meet three times per week and the Cook team meeting once per week, welcoming up to 20 participants at each session.

A highlight was when we opened our accessible polytunnel project in July 2021 and each of our three integrated projects in our Build Grow Cook group are benefitting from experiences and opportunities the new polytunnel brings - the Build group have formed a focus group who are working on designing and building accessible raised planters for inside the polytunnel, the Grow group too have formed a focus group who have made a planting calendar for the year to get the most out of the polytunnels. Our Cook group are looking at recipes to use the produce from the polytunnels. This is naturally opening new opportunities for gaining skills and experience - members are learning about seasonal produce well as experiencing food preparation from the garden to the plate. For example, last summer, we were able to serve our café customers with salad exclusively from our own garden which our members found very rewarding. In the future we intend to support our members to gain qualifications in horticulture, so this will be an ideal training ground for them.

The Build group has received a handful of commissions for building planters and the small profits generated will be reinvested in the projects allowing an element of self-sustainability and further diversity. Four of our members have transitioned into paid employment with our support:

"I'm so happy that I was able to be part of Build Grow Cook. I love helping others so Build Grow Cook was a fantastic opportunity for me to give back. I loved my volunteer work at Access Dorset - it gave me the confidence to go for my current job... I wouldn't change my time at Access Dorset for the world."

##### **Horizons Café**

The café is now open three days per week, supporting three vocational training participants at a time, who rotate to gain experience in roles - taking orders, meal preparation and waiting. Members experience an increase in confidence and the development of both individual and team-working skills. We intend to open the café an additional day per week in the near future.

"I have been a volunteer at Access Dorset for nearly three years. I have tried gardening, cooking, building and volunteering in the café; I like to mix it up. I have learned so many skills and my mum is impressed with how I help in the garden now and my boyfriend loves my amazing cakes. I would love to start my own business selling cupcakes one day."

##### **Social Activity Programme**

Many of our members have spent a significant amount of time shielding recently so have experienced social isolation and loneliness. In response to this, we have been able to launch our social programme, with support from the Active Communities grant from People's Health Trust. After consulting with members, we launched our social activity programme in October 2020 which includes our exercise programme, walking group, art sessions, evening socials such as karaoke nights, discos and pub quizzes, and social outings, for example a trip to the local crazy golf and milkshakes by the beach. We have also started a weekly sports group, rotating different sports such as badminton, football and basketball.

##### **Dorset Police consultation contract**

Our contract with Dorset Police to provide a Strategic Disability Consultation service has been renewed for a further year. Over the last period we carried out a number of formal consultations on policies and procedures resulting in professional equality impact assessment. This includes a Review of the Dorset Police Use of Force Strategy.

Each of our consultations leads to a report with detailed recommendations. We also focused on disseminating information about community safety and promoting the reporting of hate crime.



## **FINANCIAL REVIEW**

### **Funding sources**

Access Dorset are committed to the implementation of an ongoing Funding Strategy that recognises the need for a healthy mix of income from varied sources to ensure that the charity is not overly dependent on any one particular funding source. Our aim has been to secure a balance between core grant funding, project grant funding, enterprise, business sponsorship, fundraising initiatives and service contracts. We have continued to be impacted by the consequences of the Coronavirus pandemic but have worked hard to overcome funding shortfalls. We are extremely grateful to DOTS Disability for the core funding support that it has provided throughout the year, as well as the Trusts and Foundations that have provided both restricted and unrestricted grants to support our activities (including the National Lottery, Lloyds Bank Foundation, Peoples Health Trust and Nationwide Building Society).

### **Reserves Policy**

In line with Charity Commission guidelines Access Dorset's spends income it receives within a reasonable period of time unless there is a good reason not to. Access Dorset has in place stringent management accounting practices including cash flow forecasting.

Access Dorset's Reserve Policy is to maintain free reserves, which have been calculated to cover costs of redundancy payments to staff and any tax liability. They also cover the cost of the office rental, which would still be due and any other outstanding monies due. These costs are currently estimated at £15,000 and are met through total funds carried forward.

Access Dorset's Reserve Policy aims to build reserves to an optimum six months' operating costs.

## **FUTURE PLANS**

Our key goals are focussed on providing support to disabled people, older people and carers so that we can enjoy the same life chances as others.

### **Aims**

1. To continue to develop The Bridge as a vibrant community resource that will secure the long-term sustainability of Access Dorset
2. To reduce social isolation and provide personal development opportunities by widening our Activity Program.
3. To tackle employment inequalities by helping to bridge the gap between unemployment and employment
4. To tackle health inequalities by helping to bridge the gap between ill-health and self-management of health conditions.
5. To promote independent living and provide welfare benefit support.
6. To challenge disability related hate crime/harassment.
7. To work closely with our voluntary sector partners to strengthen ourselves collectively.
8. To develop as Psychologically Informed Community where we value everyone as equal members of the community we are creating.

### **Objectives**

1. We will further develop our services and activities at The Bridge with stringent Performance Review and Financial Control systems in use so that the Board of Trustees and Senior Management Team can easily access the information they need to secure the long-term sustainability of Access Dorset.
2. We will seek to sustain our Help Home from Hospital Service to meet growing demand.
3. We will extend the Horizons Café to open on more days of the week to enable us to extend the vocational training offer to more disabled people.
4. We will sustain our Vocational Training Opportunities beyond the end of grant funding from Lloyds Bank Foundation through the extension of the Community Café, and the development of our Build, Grow and Cook groups.
5. We will look to introduce training and individual support to help disabled and older people to be more in control of their finances and better equipped to manage their affairs digitally.
6. We will introduce new and accessible exercise opportunities for disabled and older people to support them to lead healthier lives and self-manage health conditions.
7. We will introduce new opportunities that bring together people of different backgrounds and ages to reduce social isolation and foster a sense of belonging.
8. We will increase the capacity of the charity to meet the demand for information, advice and welfare benefit guidance.
9. We will value our volunteers, develop our Volunteer Development Program and continue to demonstrate our commitment to our volunteers.
10. We will continue to work in partnership with Bournemouth Older People Forum, Double Act Disability Theatre Company, Bournemouth Parent Carer Forum, and Dorset Healthwatch (who are based with us here at The Bridge) and will support increased use by other organisations and the wider community. Our objective is for The Bridge to be a place of safety and support - vibrant, enterprising and inclusive.
11. We will build upon our previous work on tackling disability hate crime, prejudice and inequality by continuing to work in partnership with Prejudice Free Dorset, Dorset Police and other statutory and voluntary organisations to raise awareness and celebrate diversity and equality.
12. Our goals are far reaching and encompass our broad vision of supporting disabled people, carers and older people to participate more fully in society and have improved life chances. To achieve that we recognise the importance of developing joined up working relationships with a wide range of partners in the community, voluntary, statutory and business community to provide our beneficiaries with the best possible opportunities. We will continue to foster and build partnerships to achieve this.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

Access Dorset is a registered charity (No. 1142171) and Company Limited by Guarantee (No. 7384409) and is accountable to both the Charity Commission and Companies House. The charity is governed by a Memorandum and Articles of Association which meets the legal requirements of both those bodies.

The charity is managed by a Board of Trustees and between Annual General Meetings meet quarterly to oversee the business of Access Dorset. New Trustees receive a package of support which includes induction, Trustee training and peer mentoring from fellow Trustees.

The rules of the charity are laid out in full in the Articles of Association. Accordingly, elections to the Board of Trustees are held annually with a third of elected Trustees retiring at each General Meeting. Membership of Access Dorset is free and open to all disabled people, older people and carers living and/or working in the shire of Dorset. Any member can stand for election to the Board and vote at the election. Trustees serve for a maximum term of three years at which stage they retire and can if they chose stand for re-election. Six partner organisations can appoint a representative to the Board of Trustees who become co-opted full members of the Board.

All trustees serve voluntarily and receive no remuneration for their role.

### **Recruitment and appointment of new trustees**

Trustees are elected by the membership of Access Dorset. The Charity is extremely fortunate to have Trustees from a variety of backgrounds and ages whose skills, knowledge and experience combine to help inform and guide the strategic direction of the organisation. Three Trustees are co-opted Trustees from partner organisations DOTS Disability, YMCA Chatterboxes and Bournemouth Older People Forum.

### **Staffing**

The Trustees delegate day to day management of the organisation to the Chief Executive, Jonathan Waddington-Jones.

Access Dorset's staff team currently consists of 6 members of staff supported by a team of extremely committed volunteers.

Jonathan Waddington-Jones remained in post as Chief Executive as did David Thompson (Development Manager), Jayne Robertson (Senior Crisis Caseworker), Belinda Reay (Volunteer and Activity Coordinator), Dave Penn (Project Worker) and Karen Davies (Project Administrator).

### **Risk management**

The Board has appropriate Policies in place, which are reviewed annually, to outline, minimise and manage all major risks to the Organisation and observes the methods and principles in the Charities SORP.

## **REFERENCE AND ADMINISTRATIVE DETAILS**

### **Registered Company number**

07384409 (England and Wales)

### **Registered Charity number**

1142171

### **Registered office**

The Bridge  
Chaseside  
Bournemouth  
Dorset  
BH7 7BX

Access Dorset Limited

Report of the Trustees  
for the Year Ended 30 September 2021

**Trustees**

L M Brooks  
M D Hurst  
C L King  
P Lewis  
D L Oakley  
R L Peacocke (resigned 24.6.21)  
M A Peters (resigned 24.6.21)  
N Sherlock (resigned 24.6.21)  
A E Simpson  
A S Bule (appointed 21.8.21)  
R D Picken (appointed 4.8.21)

**Company Secretary**

**Independent Examiner**

Leighton John Barnes FCCA  
Association of Chartered Certified Accountants  
LJB Chartered Certified Accountants  
Tax & Business Advisors  
864 Christchurch Road  
Bournemouth  
Dorset  
BH7 6DQ

**Bankers**

HSBC Plc, 15 High Street, Christchurch, Dorset BH23 1AF

**Senior Management**

Jonathan Waddington-Jones - Chief Executive Officer

Approved by order of the board of trustees on 3 May 2022 and signed on its behalf by:

A E Simpson - Trustee

**Independent examiner's report to the trustees of Access Dorset Limited ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 September 2021.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

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.

Leighton John Barnes FCCA  
Association of Chartered Certified Accountants  
LJB Chartered Certified Accountants  
Tax & Business Advisors  
864 Christchurch Road  
Bournemouth  
Dorset  
BH7 6DQ

3 May 2022

Statement of Financial Activities  
for the Year Ended 30 September 2021

	Notes	Unrestricted funds £	Restricted funds £	30.9.21 Total funds £	30.9.20 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	63,024	129,577	192,601	195,330
<b>Charitable activities</b>	5				
Support for disabled people, older people and carers		21,705	-	21,705	29,334
Other trading activities	3	954	-	954	1,306
Investment income	4	9	-	9	96
<b>Total</b>		<u>85,692</u>	<u>129,577</u>	<u>215,269</u>	<u>226,066</u>
<b>EXPENDITURE ON</b>					
Raising funds	6	300	-	300	2,362
<b>Charitable activities</b>	7				
Support for disabled people, older people and carers		119,889	76,180	196,069	224,425
<b>Total</b>		<u>120,189</u>	<u>76,180</u>	<u>196,369</u>	<u>226,787</u>
<b>NET INCOME/(EXPENDITURE)</b>		<u>(34,497)</u>	<u>53,397</u>	<u>18,900</u>	<u>(721)</u>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		80,077	112,129	192,206	192,927
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>45,580</u></u>	<u><u>165,526</u></u>	<u><u>211,106</u></u>	<u><u>192,206</u></u>

	Notes	Unrestricted funds £	Restricted funds £	30.9.21 Total funds £	30.9.20 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	11	44,404	-	44,404	35,498
<b>CURRENT ASSETS</b>					
Debtors	12	38,280	-	38,280	59,789
Cash at bank and in hand		196	202,529	202,725	124,984
		<u>38,476</u>	<u>202,529</u>	<u>241,005</u>	<u>184,773</u>
<b>CREDITORS</b>					
Amounts falling due within one year	13	(37,300)	(37,003)	(74,303)	(28,065)
<b>NET CURRENT ASSETS</b>		<u>1,176</u>	<u>165,526</u>	<u>166,702</u>	<u>156,708</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>45,580</u>	<u>165,526</u>	<u>211,106</u>	<u>192,206</u>
<b>NET ASSETS</b>		<u>45,580</u>	<u>165,526</u>	<u>211,106</u>	<u>192,206</u>
<b>FUNDS</b>	15				
Unrestricted funds:					
General fund				63,601	71,708
Designated fund				(18,021)	8,369
				<u>45,580</u>	<u>80,077</u>
Restricted funds:					
Restricted fund				165,526	112,129
<b>TOTAL FUNDS</b>				<u>211,106</u>	<u>192,206</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 September 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- 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.

Access Dorset Limited

Balance Sheet - continued

30 September 2021

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

The financial statements were approved by the Board of Trustees and authorised for issue on 3 May 2022 and were signed on its behalf by:

A E Simpson - Trustee



## **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.

### **Income**

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

Income from grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

### **Donated services and facilities**

Donated services or facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. On receipt, donated services and facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

The time of volunteers is not recognised, refer to the Trustee's annual report for more information about their contribution.

### **Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

### **Expenditure**

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

### **Support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, repairs and maintenance costs, finance etc which supports the charity's activities. All support costs are deemed to relate to charitable activities, any costs related to other income methods are deemed to be immaterial.

### **Governance costs**

Those costs incurred to meet the statutory and constitutional requirements of the charitable company. These are now shown as part of support costs due to the new reporting regulations.

**1. ACCOUNTING POLICIES - continued**

**Expenditure**

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

**Tangible fixed assets**

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

Improvements to property	- in accordance with the property
Fixtures and fittings	- 20% on reducing balance
Computer equipment	- 33% on reducing balance

**Taxation**

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

**Fund accounting**

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

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

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

**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.

**Debtors**

Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid after taking account of any discounts due.

**Cash at bank and in hand**

Cash at bank and cash in hand includes cash held in no notice bank accounts.

**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 discounts due.

Notes to the Financial Statements - continued  
for the Year Ended 30 September 2021

## 2. DONATIONS AND LEGACIES

Grants & donations by project	30.09.21 Unrestricted funds £	30.09.21 Restricted funds £	30.09.21 Total funds £	30.09.20 Total funds £
<u>016 - Disability Information Advice Line</u>				
DOTS Disability CIC	30,000	-	30,000	12,500
<u>028 - Help Through Crisis</u>				
The Big Lottery Fund	-	74,750	74,750	101,000
Nationwide BS Community Awards	-	12,334	12,334	-
<u>030 - Horizons</u>				
Lloyds Bank Enterprise Project	20,833	-	20,833	25,000
<u>032 - Bridge Capital Works</u>				
Talbot Village Trust	-	20,000	20,000	-
<u>036 - Help Through Crisis Emergency Fund</u>				
The Big Lottery Fund	-	1,000	1,000	-
<u>037 - Natwest Skills &amp; Opportunities</u>				
RBS Skills & Opportunities Fund	-	-	-	17,500
<u>038 - Build &amp; Grow</u>				
Peoples Health Trust	-	21,493	21,493	-
Other	852	-	852	-
	<hr/>	<hr/>	<hr/>	<hr/>
	51,685	129,577	181,262	156,000
General grants & donations	<hr/>	<hr/>	<hr/>	<hr/>
	11,339	-	11,339	39,330
	<hr/>	<hr/>	<hr/>	<hr/>
	63,024	129,577	192,601	195,330
	<hr/>	<hr/>	<hr/>	<hr/>

## 3. OTHER TRADING ACTIVITIES

	30.09.21 Unrestricted funds £	30.09.21 Restricted funds £	30.09.21 Total funds £	30.09.20 Total funds £
<b>Cafe income</b>				
031 - Enterprising Projects	954	-	954	1,306
	<hr/>	<hr/>	<hr/>	<hr/>
	954	-	954	1,306
	<hr/>	<hr/>	<hr/>	<hr/>

**4. INVESTMENT INCOME**

	30.09.21 Unrestricted funds £	30.09.21 Restricted funds £	30.09.21 Total funds £	30.09.20 Total funds £
<b>Bank interest</b>				
General	9	-	9	96
	<u>9</u>	<u>-</u>	<u>9</u>	<u>96</u>

**5. INCOME FROM CHARITABLE ACTIVITIES**

	30.09.21 Unrestricted funds £	30.09.21 Restricted funds £	30.09.21 Total funds £	30.09.20 Total funds £
<u>General</u>				
Room hire	1,200	-	1,200	1,200
<u>029 - Room Hire</u>				
Room hire	11,046	-	11,046	18,677
	<u>12,246</u>	<u>-</u>	<u>12,246</u>	<u>19,877</u>
<b>Local Authority Service Contracts</b>				
<u>015 - Police Consultation Service</u>				
Dorset Police	9,459	-	9,459	9,457
	<u>9,459</u>	<u>-</u>	<u>9,459</u>	<u>9,457</u>
	<u>21,705</u>	<u>-</u>	<u>21,705</u>	<u>29,334</u>

**6. RAISING FUNDS**

**Other trading activities**

	30.09.21 Unrestricted funds £	30.09.21 Restricted funds £	30.09.21 Total funds £	30.09.20 Total funds £
<b>Cafe purchases</b>				
031 - Enterprising Projects	300	-	300	2,362
	<u>300</u>	<u>-</u>	<u>300</u>	<u>2,362</u>

Notes to the Financial Statements - continued  
for the Year Ended 30 September 2021

**7. CHARITABLE ACTIVITIES COSTS**

**Support for disabled people, older people  
and carers**

	30.09.21 Unrestricted funds £	30.09.21 Restricted funds £	30.09.21 Total funds £	30.09.20 Total funds £
<b>Grants to Individuals</b>				
HTC Emergency Support	-	1,190	1,190	783
Build & Support	4,638	-	4,638	517
	<u>4,638</u>	<u>1,190</u>	<u>5,828</u>	<u>1,300</u>
<b>Other costs</b>				
Staff salaries	56,300	74,522	130,822	149,718
NI contributions	6,761	-	6,761	8,594
Pensions	3,925	-	3,925	3,691
Staff expenses	-	-	-	695
Volunteer expenses	94	-	94	162
Training	1,795	-	1,795	448
Rates	(1,240)	-	(1,240)	300
Rent, room hire & storage	1,500	-	1,500	6,216
Telephone	3,573	-	3,573	4,008
Print, post & stationery	774	-	774	1,457
Light & heat	1,341	-	1,341	1,758
Computers & I.T.	1,909	468	2,377	2,628
Repairs & renewals	5,522	-	5,522	5,369
Insurance	2,030	-	2,030	2,053
Consultancy fees	2,770	-	2,770	8,780
Hospitality	112	-	112	-
Sundry	5,237	-	5,237	6,327
Depreciation	20,655	-	20,655	16,289
	<u>113,058</u>	<u>74,990</u>	<u>188,048</u>	<u>218,493</u>
<b>Governance</b>				
Accountancy fees	1,400	-	1,400	1,200
Legal & professional fees	164	-	164	2,271
Bank charges	114	-	114	97
Admin & secretarial	164	-	164	81
Insurance	351	-	351	983
	<u>2,193</u>	<u>-</u>	<u>2,193</u>	<u>4,632</u>
	<u>119,889</u>	<u>76,180</u>	<u>196,069</u>	<u>224,425</u>

Notes to the Financial Statements - continued  
for the Year Ended 30 September 2021

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

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

	30.9.21 £	30.9.20 £
Depreciation - owned assets	20,655	16,289

**9. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 30 September 2021 nor for the year ended 30 September 2020.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 30 September 2021 nor for the year ended 30 September 2020.

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

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	76,830	118,500	195,330
<b>Charitable activities</b>			
Support for disabled people, older people and carers	29,334	-	29,334
Other trading activities	1,306	-	1,306
Investment income	96	-	96
<b>Total</b>	107,566	118,500	226,066
<b>EXPENDITURE ON</b>			
Raising funds	2,362	-	2,362
<b>Charitable activities</b>			
Support for disabled people, older people and carers	120,891	103,534	224,425
<b>Total</b>	123,253	103,534	226,787
<b>NET INCOME/(EXPENDITURE)</b>	(15,687)	14,966	(721)
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	95,764	97,163	192,927

Notes to the Financial Statements - continued  
for the Year Ended 30 September 2021

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

	Unrestricted funds £	Restricted funds £	Total funds £
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>80,077</b>	<b>112,129</b>	<b>192,206</b>

**11. TANGIBLE FIXED ASSETS**

	Improvements to property £	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>				
At 1 October 2020	72,190	11,341	11,790	95,321
Additions	26,268	1,775	1,518	29,561
At 30 September 2021	98,458	13,116	13,308	124,882
<b>DEPRECIATION</b>				
At 1 October 2020	43,166	5,522	11,135	59,823
Charge for year	18,412	1,519	724	20,655
At 30 September 2021	61,578	7,041	11,859	80,478
<b>NET BOOK VALUE</b>				
At 30 September 2021	36,880	6,075	1,449	44,404
At 30 September 2020	29,024	5,819	655	35,498

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

	30.9.21 £	30.9.20 £
Trade debtors	4,826	10,259
Other debtors	853	60
Accrued income	32,500	47,500
Prepayments	101	1,970
	<b>38,280</b>	<b>59,789</b>



Notes to the Financial Statements - continued  
for the Year Ended 30 September 2021

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

	30.9.21	30.9.20
	£	£
Bank loans and overdrafts (see note 14)	23,798	-
Social security and other taxes	1,886	815
Accrued expenses	1,200	1,000
Deferred grant income	47,419	26,250
	<u>74,303</u>	<u>28,065</u>

**14. LOANS**

An analysis of the maturity of loans is given below:

	30.9.21	30.9.20
	£	£
Amounts falling due within one year on demand:		
Bank overdrafts	<u>23,798</u>	<u>-</u>

**15. MOVEMENT IN FUNDS**

	At 1.10.20 £	Net movement in funds £	At 30.9.21 £
<b>Unrestricted funds</b>			
General fund	71,708	(8,107)	63,601
Designated fund	8,369	(26,390)	(18,021)
	<u>80,077</u>	<u>(34,497)</u>	<u>45,580</u>
<b>Restricted funds</b>			
Restricted fund	112,129	53,397	165,526
	<u>192,206</u>	<u>18,900</u>	<u>211,106</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	12,548	(20,655)	(8,107)
Designated fund	73,144	(99,534)	(26,390)
	<u>85,692</u>	<u>(120,189)</u>	<u>(34,497)</u>
<b>Restricted funds</b>			
Restricted fund	129,577	(76,180)	53,397
	<u>215,269</u>	<u>(196,369)</u>	<u>18,900</u>

**15. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1.10.19 £	Net movement in funds £	At 30.9.20 £
<b>Unrestricted funds</b>			
General fund	47,355	24,353	71,708
Designated fund	48,409	(40,040)	8,369
	<hr/> 95,764	<hr/> (15,687)	<hr/> 80,077
<b>Restricted funds</b>			
Restricted fund	97,163	14,966	112,129
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<hr/> 192,927 <hr/>	<hr/> (721) <hr/>	<hr/> 192,206 <hr/>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	40,626	(16,273)	24,353
Designated fund	66,940	(106,980)	(40,040)
	<hr/> 107,566	<hr/> (123,253)	<hr/> (15,687)
<b>Restricted funds</b>			
Restricted fund	118,500	(103,534)	14,966
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<hr/> 226,066 <hr/>	<hr/> (226,787) <hr/>	<hr/> (721) <hr/>

Notes to the Financial Statements - continued  
for the Year Ended 30 September 2021

**15. MOVEMENT IN FUNDS - continued**

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

	At 1.10.19 £	Net movement in funds £	At 30.9.21 £
<b>Unrestricted funds</b>			
General fund	47,355	16,246	63,601
Designated fund	48,409	(66,430)	(18,021)
	<hr/> 95,764	<hr/> (50,184)	<hr/> 45,580
<b>Restricted funds</b>			
Restricted fund	97,163	68,363	165,526
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<hr/> <hr/> 192,927	<hr/> <hr/> 18,179	<hr/> <hr/> 211,106

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	53,174	(36,928)	16,246
Designated fund	140,084	(206,514)	(66,430)
	<hr/> 193,258	<hr/> (243,442)	<hr/> (50,184)
<b>Restricted funds</b>			
Restricted fund	248,077	(179,714)	68,363
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<hr/> <hr/> 441,335	<hr/> <hr/> (423,156)	<hr/> <hr/> 18,179

**16. RELATED PARTY DISCLOSURES**

AE Simpson, DM Hurst, MA Peters, Trustees, and J Waddington-Jones, CEO, are also directors of DOTS Disability Community Interest Company.

DOTS Disability CIC is the social enterprise arm of Access Dorset Limited. The two entities share rent and other administrative costs.

**17. ULTIMATE CONTROLLING PARTY**

The charitable company is controlled by the Board of Trustees.

Detailed Statement of Financial Activities  
for the Year Ended 30 September 2021

	30.9.21 £	30.9.20 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	54,684	39,330
Grants	137,917	156,000
	<hr/>	<hr/>
	192,601	195,330
<b>Other trading activities</b>		
Cafe income	954	1,306
<b>Investment income</b>		
Deposit account interest	9	96
<b>Charitable activities</b>		
Provision of support services	9,459	9,457
Room hire	12,246	19,877
	<hr/>	<hr/>
	21,705	29,334
<b>Total incoming resources</b>	<hr/>	<hr/>
	215,269	226,066
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Cafe expenditure	300	2,362
<b>Charitable activities</b>		
Staff salaries	130,822	149,718
NI contributions	6,761	8,594
Pensions	3,925	3,691
Staff expenses	-	695
Volunteer expenses	94	162
Training costs	1,795	448
Rates	(1,240)	300
Rent, room hire and storage	1,500	6,216
Telephone	3,573	4,008
Print, postage and stationery	774	1,457
Light & heat	1,341	1,758
Computers & I.T.	2,377	2,628
Repairs and renewals	5,522	5,369
Insurance	2,030	2,053
Consultancy fees	2,770	8,780
Hospitality costs	112	-
Carried forward	162,156	195,877

Access Dorset Limited

Detailed Statement of Financial Activities  
for the Year Ended 30 September 2021

	30.9.21 £	30.9.20 £
<b>Charitable activities</b>		
Brought forward	162,156	195,877
Sundry	5,237	6,327
Improvements to property	18,412	14,511
Fixtures and fittings	724	323
Computer equipment	1,519	1,455
Grants to individuals	5,828	1,300
	<hr/>	<hr/>
	193,876	219,793
 <b>Support costs</b>		
<b>Governance costs</b>		
Accountancy fees	1,400	1,200
Bank charges	114	97
Legal & professional	164	2,271
Meetings and administrative	-	81
Insurance	351	983
Human resources	164	-
	<hr/>	<hr/>
	2,193	4,632
	<hr/>	<hr/>
Total resources expended	196,369	226,787
	<hr/>	<hr/>
<b>Net income/(expenditure)</b>	<u>18,900</u>	<u>(721)</u>