

LITTLE GATE FARM REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS

For Year Ended 31 August 2020



LITTLE GATE FARM

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

	Page
Report of the Trustees	1 to 11
Independent Examiner's Report	12
Statement of Financial Activities	13
Balance Sheet	14
Cash Flow Statement	15
Notes to the Cash Flow Statement	16
Notes to the Financial Statements	17 to 27

Little Gate Farm structure

Registered Charity: 1153584 (CHARITY INCORPORATED ORGANISATION (CIO))

Trustees

Chair	06/04/2014	Mr John Hassell	
Secretary	15/02/2015	Miss Georgina Kane	
Treasurer	29/08/2013	Mr Leigh Bennett	
	29/11/18	Mrs Sonia Blizzard	
	29/08/2013	Mrs Heidi Haddow	Stepped down Dec 19

CEO	1/1/2020	Mrs Andrea Randall-Smith
-----	----------	--------------------------

Business Address and registered office:

Little Gate Farm
Horseshoe Lane
Beckley
East Sussex
TN31 6RZ

Bankers

Lloyds Bank
17 Wellington Place
Hastings
East Sussex
TN34 1NX

Independent Examiners

Ashdown Hurrey Auditors Ltd
Chartered Accountants and Registered Auditors
20 Havelock Road
Hastings
East Sussex
TN34 1BP

Little Gate Farm is a charitable incorporated organization, the charity is governed through a foundation model constitution, and legal framework set out in the Charities Act 2011, which specifies that only trustees are members. Trustees are protected against contractual liabilities and have no liability to contribute to its assets and no personal responsibility for settling its debts. The Principle office is in England.

Organizational structure

The trustees and CEO meet every 3 months formally, and minutes of these meetings are recorded, during these meeting Trustees are informed of all progress, activities, and issues by the CEO and Heads of Little Gate Farm, Little Gate Supported Employment program and the Finance and Fundraising Manager. At present the trustees are made up of 4 members:

John Hassell OBE- *Independent Education Consultant and retired Head of special school*

Georgina Kane- *Assistant Designated Safeguarding Lead*

Leigh Bennett- *Independent Financial advisor*

Sonia Blizzard – *Managing Director and parent.*

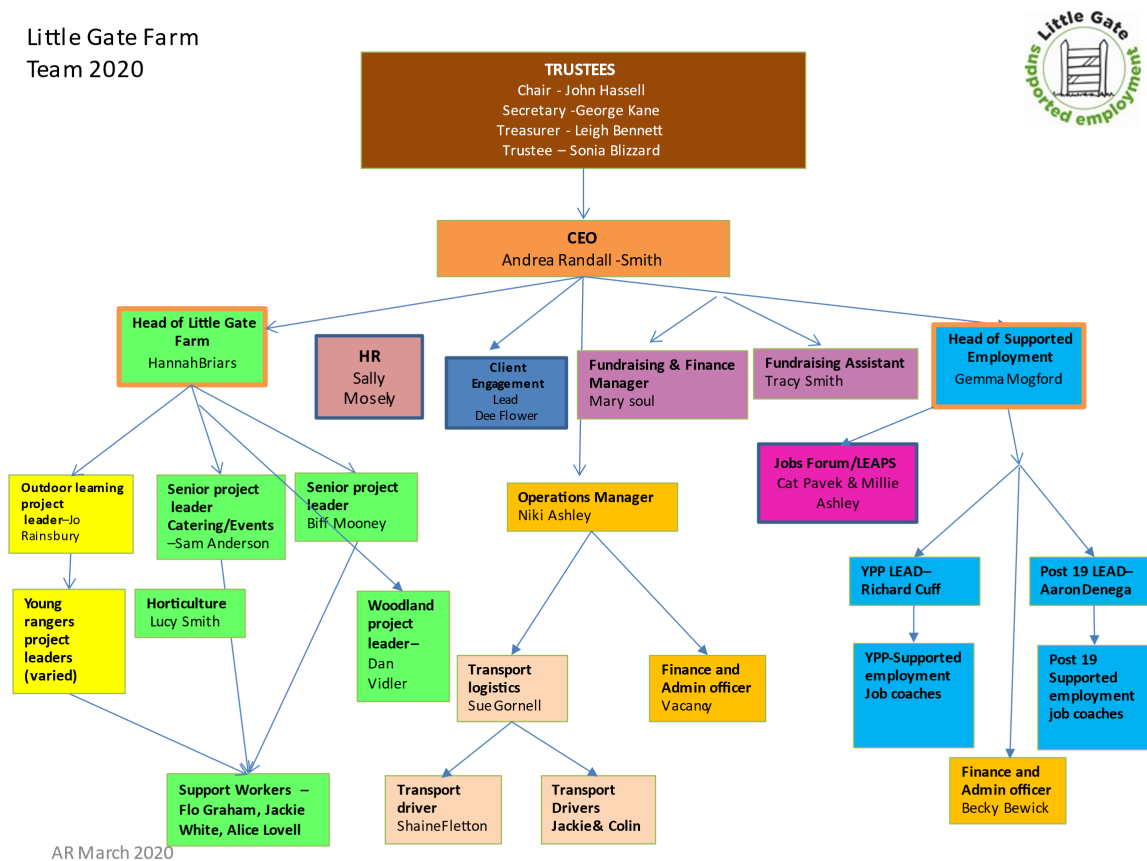
There must be at least 3 trustees at any one time, and no more than 12. Trustees can serve for a maximum of 4 years, after which they become eligible for re-election.

The day-to-day responsibility is held by the CEO Andrea Randall-Smith, who is responsible for the provision of services, and ensures all contractual targets and key performance indicators are met. Other responsibilities include supervision and CPD of staff teams & volunteers, maintaining a high level of service, financial control and operational policy.

Staffing numbers are increasing in line with new projects and general growth of the organisation. We also have a pool of supply support staff for farm cover and employment support in the community.

Little Gate Farm Staff Team

Little Gate Farm
Team 2020



Risk Management

The Board of Trustees is committed to ensuring that the long-term health of Little Gate Farm is maintained through an effective risk management framework. Strategic decisions are consequently taken in the context of risk exposure arising from the charity's operations, and the resources available to manage this. The risk-management framework we have in place helps us to ensure that we identify and manage all key risks which could affect our ability to deliver our objectives and achieve our charitable aims. This reduces uncertainty and allows the charity to be innovative and to manage change effectively.

All employees have a role to play in reducing risk, through our internal processes of risk management, starting with robust risk assessments in all areas of the farm and in the community. Managing day-to-day risk is inherent in all farm activity from Woodland to Horticulture, and Supported employment in the wider community.

Accountability

The Board of Trustees has overall responsibility for establishing an effective system of internal control, including processes for the identification and management of risk.

This is overseen through Internal Audit.

An internal audit of the risk management function was conducted in 2018 which identified that appropriate procedures and controls are in place to mitigate the key risks, this will be repeated each year, with new potential risks identified and managed.

Risk is classified as:

Strategic risk: These risks are overseen by the Board of Trustees. In turn the CEO Andrea Randall-Smith takes direct responsibility for the risks, to ensure the level of risk is managed so as not to threaten delivery of the charity's strategic objectives.

Operational risk: These risks concern the day-to-day activity which must be managed in order for the charity to operate effectively and compliantly. They are managed across the wider organisation by the CEO Andrea Randall-Smith, Head of Fundraising and Finance Mary Soul, Head of Little Gate Farm Hannah Briars, and Head of Supported Employment Gemma Mogford. The following table summarises the primary risks currently facing the charity, why they are significant and the main mitigation strategies.

Risk	Impact on the Charity	Mitigation Strategy
COVID 19 continuous impact	Little Gate could become financially compromised	Insurance for business interruption. Funding applications for loss of income.
	High level of Staff absence due to sickness.	Enough staff able to cover all areas.
	Farm closed by Public Health if an outbreak is declared.	Ability to deliver an online employment training service.
	Government full lock down declared and farm is closed.	As above.
	Not fulfilling grant requirements due to COVID and have to return funds to funders.	Ensure departments are completing the work according to KPI's or renew arrangements with funders.

New projects take time and resources to set up, potential risk to core work at Little Gate	Loss of focus and spread resources too thinly across the organisation.	Ensure organisation has the resources to grow new programmes before starting them ensure cashflow is aligned.
	Dilution of focus, mission drift	Ensure core operations are funded first.
Little Gate Farm may not achieve budgeted income and fund-raising levels predicted for the coming year, and have insufficient cash flow to cover its operational costs	Little Gate will be become financially compromised	Updated risk management plan Staffing being the greatest cost, a risk management strategy is in place, a rolling cash flow allows us to see shortfalls.
	Little Gate could become less able to fulfil its objectives	A reserve is now in place and has grown with the charity to cover the running costs for 3 months.
	Key, valued staff could be lost	Senior Staff are involved in the strategic development of the financial risk management plan and succession planning.
We may not meet our aspirational targets of placing adults into sustainable paid work in the local community	Our core purpose and mission would not be fulfilled	We work towards a realistic achievable KPI's (key performance indicators), which are assessed quarterly to ensure we are on target.
		Supported employment team's KPI are set-their success is measured against them.
		Networks are nurtured to ensure ongoing performance.
		Best practice training and mentorship is prioritised.
Inherent risks of Farm, woodland and farm animals, and a proportionate number of vulnerable adults with limited capacity to anticipate risk working onsite.	Daily risks not managed effectively. Ecoli, Tetanus, lone working, falls etc= fatal injury	All areas of the farm have current active risk assessments, as do each individual work trainee
		Managing risk is shared responsibility
		Little Gate Farm has a robust emergency plan in place

As the Supported Employment team grows, job coaches often work alone and visit individuals at home.

Job coaches could be at personal or perceived risk.

Lone working job coaches are not adequately supervised

All lone working job coaches to follow lone working policy and action plan.

Supported employment team work closely with all job coaches across county, and employers to ensure best practice

All risks are recorded and identified by Staff teams and all work trainees and areas are risk assessed. Comprehensive emergency plan is in place due to the location of the farm & inherent risks placed by the animals and woodland. Systems and procedures are in place to mitigate these risks.

External risks linked to contractual funding and grant acquisition is managed and reviewed by senior leadership team and trustees, a risk management plan is in place.

Objectives and Activities

The objects as defined by the Memorandum of Association:

Objects

To develop the capacity and skills of the members of the socially disadvantaged community in such a way that they are better able to identify and help meet their needs, and to participate more fully in society.

Mission Statement

The overall aim of the charity is also expressed in our mission statement:

Mission: Little Gate enables adults and young people with learning disabilities and/or autism to fulfil their work potential. This entails pre-employment training, work experience and routes into work through Supported Employment.

The people who attend Little Gate farm are called Work Trainees. Work Trainees are usually adults with learning disabilities and/or Autism.

Little Gate Farm Program

Little Gate farm provides employment training and skills for adults with Learning Disabilities and Autism in Hastings and Rother in East Sussex, and some parts of Kent.

Our goal is to equip our learning disabled adults and adults with Nero Diverse conditions (Work Trainees) with the self-confidence and employment skills needed to go onto paid employment opportunities in the wider community.

We run 3 main programs:

Work trainee Program

The project is running 4 days a week for Adult Work trainees 19 plus. We currently have 80 places filled across the 4 days and operate 3 minibuses which pick up Work Trainees from their homes in Hastings and Rother.

All work trainees are offered 2 free taster days and suitability to program is assessed, they then enter our 6 week ready to learn program, which is an assessment tool identifying learning needs and motivation. If successful during the 6 week assessment they will go into the Work Trainee program in preparation for going into paid work.

All Work trainees have progress goals, which they are involved in setting, and triangulated goals are evaluated with Work trainees and project leaders 12 weekly.

Work trainee learning is focused on Communication, Confidence, Work Skills and Independence in farm work, horticulture, cooking, office skills and animal care. The skills developed are transferable and help build resilience needed to go into paid work and establish a positive work ethic. Expectations are high, and Work Trainees are clear about their goals, and their purpose.

The COVID impact on the work trainee programme meant that the on site farm work training programme went online from the end of March until 26th June. The Government initiated a nationwide lockdown and only essential visits to the farm could be made to feed the animals and maintain the farm and horticulture project. The farm staff placed work training online delivering sessions, sending out resource packs and maintaining contact with work trainees, parents and carers through telephone contact.

The farm reopened from the 26th June and those work trainees that were able to, returned and those who were shielding still received contact and online sessions.

The primary aim of Little Gate Farm is to see its work trainees move into long term paid employment. The objectives for achieving this aim lie primarily in the skills and training which work trainees develop by coming to LGF as Farm Work trainees; they then work with the Supported Employment Team to create work profiles, liaise with potential employers and work with job coaches to support them into paid work.

There are 5 stages to this process as seen in the diagram below:

Stages of the supported employment program

The supported employment program has 5 different stages:

DISCOVERY

1

- induction to the supported employment program

- We will introduce you to the training and supported employment program
- You will begin training in employment skills on the farm
- You will identify which goals you want to work on

DEVELOPMENT

2

- learning skills while attending the farm

- You will be assigned a supported employment link person
- You will complete a vocational profile
- You will plan what work adjustments you might need
- You may try different work experience placements
- Finally, you will attend taster days for a paid job with a job coach

EMPLOYMENT WITH A JOB COACH

3

- starting in your new job

- You will start a paid job, supported by a job coach
- Your job coach will help you identify which goals to work on
- You will continue to develop work skills on the farm
- You will work on specific skills that will help you in your job
- As you become more confident at work, you will see your job coach less often

TRANSITION

4

- preparing for the next stage in life

- You will be working independently and your job coach won't be with you
- Your job coach will still be available if you need extra help
- You will continue to develop work skills on the farm
- You will start planning what you want to do when you leave Little Gate.
- You start attending the Little Gate jobs forum

GRADUATION

5

- leaving the farm

- You are able to work in a job without a job coach
- You can start other courses, clubs or training that interest you
- You can attend the Little Gate jobs forum
- You will graduate from Little Gate Farm
- Little Gate will still support you if needed

Supported Employment Program

As soon as work trainees arrive at the farm, we are preparing them for paid employment. Little Gate Farm follows the model laid out by the British Association of Supported Employment. This year we will be continuing to work with the Occupational standards to ensure we are delivering a program that is best practice and high quality.

Last year we placed 11 adults into paid jobs in Hastings and Rother and the COVID impact meant this was affected. Our target was to place 12 work trainees in roles that they aspired to, that were within easy travel time from where they lived and had some opportunity for career progression.

The COVID impact meant that new paid work opportunities were difficult to find and arrange due to Government restrictions. During April through to the end of August 70% of the Supported Employment staff were placed on Furlough due to a reduction of in work support. The staff that remained working, delivered work training online sessions, sent resource packs and remained in telephone contact. At the end of June staff

completed 'walks and talks, socially distanced with trainees. Job Coaches returned to places of Employment from August.

Work experience

From September 2019 to the end of March 2020, we were able to continue the work experience programme in all sectors and provided 20 placements. Since April 2020 all work experience placements were placed on hold due to COVID by the Employers who host them.

Young People's program

This a popular and successful programme for young people across Hastings, Rother and Eastbourne to complete a traineeship or apprenticeship. The year started very successfully for this programme and then the COVID impact meant all of the placements were paused from the end of March except for 1, where the Young Person was working in a care home and was a key worker.

As well as in work support from Job Coaches at a place of employment, there is education support from independent training providers to complete the traineeship or apprenticeship. Even though work placements were paused, the Training Providers continued to deliver the education and the Supported Employment team also remained in contact to ensure all the support was needed.

The Supported Employment Team created a pre employment programme for the Young People applying to do Traineeships and Apprenticeships. This programme is called LEAPS (Living Education and Application into Practical Skills). This is delivered twice a year and Little Gate accept up to 6 young people on the course. During COVID this was placed online so could continue.

Young Ranger Program

In 2019/2020 our strategic objective was to deliver 700 respite days for young learning disabled children in Hastings and Rother across all school holidays. By the end of August 2020 we had delivered 411 respite places across the year due and it ran on 52 days. Due to COVID we were unable to hold the program as usual and instead the offer ran online sessions, 3 times a week through most of the first lockdown. This was delivered when these children and young people would have been unable to attend school. The families were also sent resource packs.

The online and in person offer has been immensely popular. The COVID impact on these families has been huge and the feedback from the children, parents and carers has been tremendous and sharing real appreciation for this support.

The recommendation from the external advisor for the programme from March 2019, of recruiting a Forest School Leader has been implemented and that leader is now managing the programme.

Social Enterprise and learning opportunities

Charcoal: This year we have continued to produce and sell charcoal as a small farm social enterprise, we have scaled this activity back even further this year to focus on other activities during COVID. We still selling to limited outlets.

Weddings & Wakes Venue:

Due to COVID this year, Little Gate were unable to host any Weddings or Wakes this year. We will continue to offer Weddings via our website and have bookings for 2021. Work trainees have trained to serve behind the bar and at the events as paid work experience.

Whilst alternative income streams are not the primary focus for our social enterprise programs, the learning opportunities they provide are, however, all Social Enterprise programs at Little Gate Farm, have financial KPI'S (key performance indicators) alongside learning objectives.

Cut flower project: This year we continued with the cut flower project and the new polytunnel was in full use. This started as another successful year but COVID has meant that the work trainees have missed being so involved during the main part of the growing season. The flowers grown have been purchased by local flower farmers during the Summer months.

Little Gate Festival: This year the annual festival had to go online in partnership with the 'Isolation Station', who hosted this for us. It was a great celebration for the learning disabled community and strengthened the story of the work that Little Gate Farm does. It included live music and interviews with our work trainees, employers and musicians.

Social Impact 2019/20

- **Adult program -We placed 11 adults with Learning disabilities or Autism in paid work in Hastings and Rother.**
- **Young people's program -To train and place 10 young people in Traineeships and Apprenticeships.**
- **We offered places to 80 work trainees at the farm across 4 days, while the supported employment team is 5 days a week.**
- **We provided 411 respite days during holidays for young learning-disabled children aged 8-19yrs. This program is enriched and high quality, and well received and utilized by families.**
- **We started the second year of the cut flower enterprise and sold to 2 outlets.**

Financial Review

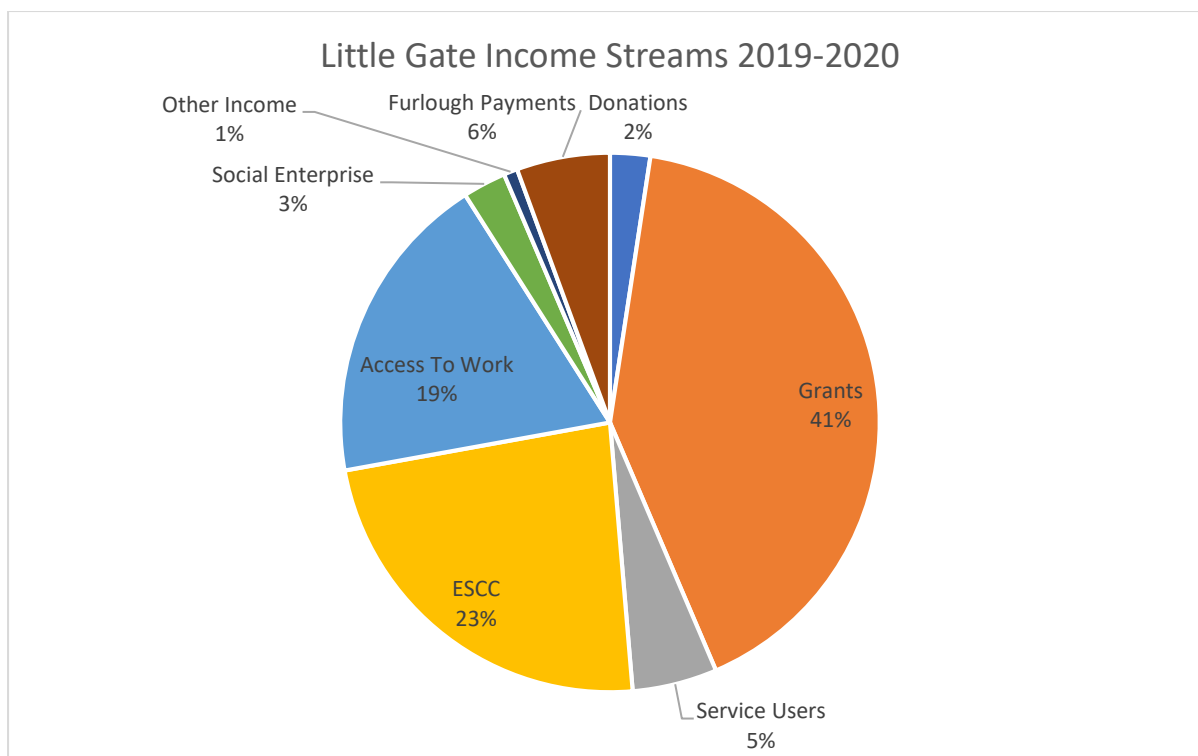
We have a variety of income streams most particularly, we are funded through ESCC, DWP Access to work and Trusts and foundations.

We have regular funding from ESCC for work trainees attending the farm. There have been challenges with funding from ESCC due to the COVID impact. Instead of the funding continuing throughout the lockdown periods, an average amount has been paid. We continue to attract grant funding, and whilst we would like this to be reduced it continues to be a vital income stream.

We continue to focus on developing a variety of financial income streams, and our Access to Work income from DWP had increased but the COVID impact on in work support has meant this did not meet its original target.

The COVID impact has meant that we had a drop in income over this financial year but we have developed a strong leadership team who navigated these issues and we made savings in other areas; including using the furlough scheme.

It is the policy of Little Gate Farm to have a surplus of three months recurring expenditure and operating costs in reserve should the charity experience a sudden drop in funding. This is so activities can continue whilst additional funds are sought. We have built up to 3 months and this has enhanced the stability of the charity.



Our income streams have grown in some areas. 44% of our total income came through grants last year and 41% came from grant acquisition this year. 23% from ESCC Work trainee day fees, down from 31% last year and an increase to 19% from DWP access to work fund an increase of 4% last year. Due to COVID there has been no income from events and there has been income from the Furlough payments.

Successes and growth measured against key objectives set for 2019/2020:

Primary Objectives

1. **The manage a successful leadership succession plan, and development of new senior leadership team.** This was achieved in November 2019 and a new CEO took over from 1st January 2020.
2. **To continue to place 12 adults into paid employment in Hastings and Rother in new businesses and sectors.** 11 adults were placed into paid employment and they have remained in their roles.
3. **To consolidate the young people's program providing Apprenticeships /Internships/Traineeships across county.** This programme has been consolidated for Traineeships and Apprenticeships and an Internship was piloted. All of the employment placements; except for one; were placed on hold due to COVID. The education element continued for all of the Young People.
4. **To continue to provide at least 20 work experience opportunities for Work trainees in various sectors.** 20 Work Experience placements took place prior to COVID.
5. **To improve the young ranger program as described in the consultant's report from Feb 2019.** A new Forest School trained Project Leader was appointed and is reviewing the programme and making significant improvements.

Little Gate Farm Strategic objectives for 2020/2021:

Primary Objectives

- 1. To manage the development of the new senior leadership team.**
- 2. To continue to place 12 adults into paid employment in Hastings and Rother in new businesses and sectors**
- 3. To continue the development of the Young People's Program providing Apprenticeships /Internships/Traineeships across county.**
- 4. To continue to provide at least 20 work experience opportunities for Work trainees in various sectors**
- 5. To develop a 3 year plan for the Young Ranger Program.**
- 6. To focus on the development of the Cut Flower Project Social Enterprise.**

We continue to be grateful for the wide range of support we receive from the local and wider community, in the form of donations, grants, volunteers, pro-bono support and guidance.

Approved by order of the board of trustees on 30 June 2021 and signed on its behalf by:

Mr Leigh Bennett
Trustee - Treasurer

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LITTLE GATE FARM

Independent examiner's report to the trustees of Little Gate Farm

I report to the charity trustees on my examination of the accounts of the Little Gate Farm (the Trust) for the year ended 31 August 2020.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

S.R. Sampson
FCA FCIE DChA
Ashdown Hurrey Auditors Limited
Statutory Auditors
20 Havelock Road
Hastings
East Sussex
TN34 1BP

Date: 30 June 2021

LITTLE GATE FARM

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 AUGUST 2020

	Notes	Unrestricted funds £	Restricted funds £	31.8.20 Total funds £	31.8.19 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	285,620	249,712	535,332	487,906
Other trading activities	3	268,420	-	268,420	253,109
Investment income	4	67	-	67	58
Other income		49,141	-	49,141	-
Total		<u>603,248</u>	<u>249,712</u>	<u>852,960</u>	<u>741,073</u>
EXPENDITURE ON					
Raising funds	5	16,884	-	16,884	45,473
Charitable activities	6				
General		10,768	-	10,768	3,766
Charitable Activities		452,649	265,712	718,361	616,927
Other		4,375	1,524	5,899	9,347
Total		<u>484,676</u>	<u>267,236</u>	<u>751,912</u>	<u>675,513</u>
NET INCOME/(EXPENDITURE)		<u>118,572</u>	<u>(17,524)</u>	<u>101,048</u>	<u>65,560</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		211,734	29,994	241,728	176,168
TOTAL FUNDS CARRIED FORWARD		<u><u>330,306</u></u>	<u><u>12,470</u></u>	<u><u>342,776</u></u>	<u><u>241,728</u></u>

The notes form part of these financial statements

LITTLE GATE FARM

**BALANCE SHEET
AT 31 AUGUST 2020**

	Notes	Unrestricted funds £	Restricted funds £	31.8.20 Total funds £	31.8.19 Total funds £
FIXED ASSETS					
Tangible assets	12	40,704	4,570	45,274	50,453
CURRENT ASSETS					
Debtors	13	21,710	-	21,710	24,167
Cash at bank and in hand		287,314	7,900	295,214	179,057
		<u>309,024</u>	<u>7,900</u>	<u>316,924</u>	<u>203,224</u>
CREDITORS					
Amounts falling due within one year	14	(19,422)	-	(19,422)	(11,949)
NET CURRENT ASSETS		<u>289,602</u>	<u>7,900</u>	<u>297,502</u>	<u>191,275</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>330,306</u>	<u>12,470</u>	<u>342,776</u>	<u>241,728</u>
NET ASSETS		<u>330,306</u>	<u>12,470</u>	<u>342,776</u>	<u>241,728</u>
FUNDS	15				
Unrestricted funds				330,306	211,734
Restricted funds				<u>12,470</u>	<u>29,994</u>
TOTAL FUNDS				<u>342,776</u>	<u>241,728</u>

The financial statements were approved by the Board of Trustees on 30 June 2021 and were signed on its behalf by:

L Bennett -Trustee

The notes form part of these financial statements

LITTLE GATE FARM

CASH FLOW STATEMENT FOR THE YEAR ENDED 31 AUGUST 2020

	Notes	31.8.20 £	31.8.19 £
Cash flows from operating activities:			
Cash generated from operations	1	116,090	65,782
Net cash provided by (used in) operating activities		<u>116,090</u>	<u>65,782</u>
Cash flows from investing activities:			
Purchase of tangible fixed assets		-	(32,395)
Interest received		67	58
Net cash provided by (used in) investing activities		<u>67</u>	<u>(32,337)</u>
Change in cash and cash equivalents in the reporting period		<u>116,157</u>	<u>33,445</u>
Cash and cash equivalents at the beginning of the reporting period		<u>179,057</u>	<u>145,612</u>
Cash and cash equivalents at the end of the reporting period		<u><u>295,214</u></u>	<u><u>179,057</u></u>

The notes form part of these financial statements

LITTLE GATE FARM

NOTES TO THE CASH FLOW STATEMENT FOR THE YEAR ENDED 31 AUGUST 2020

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.8.20 £	31.8.19 £
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	101,048	65,560
Adjustments for:		
Depreciation charges	5,179	6,585
Interest received	(67)	(58)
Decrease/(increase) in debtors	2,457	(10,422)
Increase in creditors	7,473	4,117
Net cash provided by (used in) operating activities	<u>116,090</u>	<u>65,782</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.9.19 £	Cash flow £	At 31.8.20 £
Net cash			
Cash at bank and in hand	179,057	116,157	295,214
Total	<u>179,057</u>	<u>116,157</u>	<u>295,214</u>

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

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, 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 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

In preparing the financial statements, the trustees are required to make an assessment of the ability of the charity to continue as a going concern. The trustees have prepared a cash flow forecast and budgets for the charity and against the backdrop of the COVID-19 Pandemic a "reverse stress" test has been applied to the forecasts, seeking to establish the level of liquidity headroom the charity is expected to have during the 12 month going concern period.

On the basis of these forecasts and the fact that the charity has substantial net current assets and net assets, the trustees are confident that the charity has adequate resources to continue in operational existence and to meet its liabilities as they fall due for the foreseeable future. As a result of the above, the trustees have concluded that it remains appropriate to adopt a going concern basis of preparation in these financial statements.

Income

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

Expenditure

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

Allocation and apportionment of costs

Tangible fixed assets

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

Plant and machinery	- 25% on reducing balance
Fixtures and fittings	- 25% on reducing balance
Motor vehicles	- 25% on reducing balance
Computer equipment	- 33% on cost

Taxation

The charity is exempt from 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.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

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

LITTLE GATE FARM**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 AUGUST 2020****2. DONATIONS AND LEGACIES**

	31.8.20	31.8.19
	£	£
Donations	20,671	42,705
Gift aid	-	7,736
Grants	514,661	437,465
	<u>535,332</u>	<u>487,906</u>

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

	31.8.20	31.8.19
	£	£
Other grants	<u>514,661</u>	<u>437,465</u>

3. OTHER TRADING ACTIVITIES

	31.8.20	31.8.19
	£	£
Fundraising events	850	50,479
Shop income	5,027	3,218
Income from horse livery	256	-
Income from service users	260,424	195,432
Educational visits	-	100
Gardening Services	1,863	3,880
	<u>268,420</u>	<u>253,109</u>

4. INVESTMENT INCOME

	31.8.20	31.8.19
	£	£
Deposit account interest	<u>67</u>	<u>58</u>

5. RAISING FUNDS**Raising donations and legacies**

	31.8.20	31.8.19
	£	£
Fund Raising Expenses	<u>8,364</u>	<u>45,473</u>

Other trading activities

	31.8.20	31.8.19
	£	£
Bad debts	<u>8,520</u>	<u>-</u>

	31.8.20	31.8.19
Aggregate amounts	<u>16,884</u>	<u>45,473</u>

LITTLE GATE FARM

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 AUGUST 2020

6. CHARITABLE ACTIVITIES COSTS

	Direct costs	Support costs (See note 7)	Totals
	£	£	£
Charitable Activities	714,996	3,365	718,361
General	-	10,768	10,768
	<u>714,996</u>	<u>14,133</u>	<u>729,129</u>

7. SUPPORT COSTS

	Management	Other	Governance costs	Totals
	£	£	£	£
Other resources expended	5,179	-	720	5,899
General	-	10,768	-	10,768
Charitable Activities	-	605	2,760	3,365
	<u>5,179</u>	<u>11,373</u>	<u>3,480</u>	<u>20,032</u>

8. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

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

9. STAFF COSTS

	31.8.20	31.8.19
	£	£
Wages and salaries	599,199	483,853
Other pension costs	6,812	4,258
	<u>606,011</u>	<u>488,111</u>

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

31.8.20	31.8.19
54	49
<u>54</u>	<u>49</u>

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

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	134,379	353,527	487,906
Other trading activities	253,109	-	253,109
Investment income	58	-	58
Total	<u>387,546</u>	<u>353,527</u>	<u>741,073</u>

LITTLE GATE FARM

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 AUGUST 2020

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
EXPENDITURE ON			
Raising funds	27,473	18,000	45,473
Charitable activities			
General	3,766	-	3,766
Charitable Activities	237,870	379,057	616,927
Other	7,316	2,031	9,347
Total	276,425	399,088	675,513
NET INCOME/(EXPENDITURE)	111,121	(45,561)	65,560
RECONCILIATION OF FUNDS			
Total funds brought forward	100,613	75,555	176,168
TOTAL FUNDS CARRIED FORWARD	211,734	29,994	241,728

11. ANALYSIS OF THE NET MOVEMENT IN RESTRICTED FUNDS

Little Gate Farm furthered its objectives in 2016 by investing in a charcoal retort and this was purchased in February 2016 at a cost of £19,260.

The following represents the decrease in resources available to deploy in undertaking future activities:-

	£
Total restricted funds reserves per statement of financial activities	12,470
Less: Restricted funds expended on functional fixed assets	(19,260)
Accumulated depreciation on functional fixed assets	14,690
Available restricted funds reserves as at the year end	7,900

LITTLE GATE FARM

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 AUGUST 2020

12. TANGIBLE FIXED ASSETS

	Improvements to property £	Plant and machinery £	Fixtures and fittings £
COST			
At 1 September 2019 and 31 August 2020	<u>31,700</u>	<u>23,884</u>	<u>211</u>
DEPRECIATION			
At 1 September 2019	-	16,220	92
Charge for year	<u>-</u>	<u>1,916</u>	<u>30</u>
At 31 August 2020	<u>-</u>	<u>18,136</u>	<u>122</u>
NET BOOK VALUE			
At 31 August 2020	<u>31,700</u>	<u>5,750</u>	<u>89</u>
At 31 August 2019	<u>31,700</u>	<u>7,664</u>	<u>119</u>

	Motor vehicles £	Computer equipment £	Totals £
COST			
At 1 September 2019 and 31 August 2020	<u>21,708</u>	<u>5,028</u>	<u>82,531</u>
DEPRECIATION			
At 1 September 2019	12,759	3,007	32,078
Charge for year	<u>2,238</u>	<u>995</u>	<u>5,179</u>
At 31 August 2020	<u>14,997</u>	<u>4,002</u>	<u>37,257</u>
NET BOOK VALUE			
At 31 August 2020	<u>6,711</u>	<u>1,026</u>	<u>45,274</u>
At 31 August 2019	<u>8,949</u>	<u>2,021</u>	<u>50,453</u>

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.20 £	31.8.19 £
Trade debtors	<u>21,710</u>	<u>24,167</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.8.20 £	31.8.19 £
Taxation and social security	15,346	8,376
Other creditors	<u>4,076</u>	<u>3,573</u>
	<u>19,422</u>	<u>11,949</u>

LITTLE GATE FARM

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 AUGUST 2020

15. MOVEMENT IN FUNDS

	At 1.9.19 £	Net movement in funds £	At 31.8.20 £
Unrestricted funds			
General fund	80,734	118,572	199,306
Designated funds	131,000	-	131,000
	<u>211,734</u>	<u>118,572</u>	<u>330,306</u>
Restricted funds			
People Postcode Lottery	13,000	(13,000)	-
SSE	1,898	(475)	1,423
Henry Smith (County Grant)	6,700	(6,700)	-
Bernard Sunley Foundation	1,582	(396)	1,186
Spear Charitable Foundation	633	(158)	475
Clothworkers	1,981	(495)	1,486
Social Investment Business	4,200	3,700	7,900
	<u>29,994</u>	<u>(17,524)</u>	<u>12,470</u>
TOTAL FUNDS	<u>241,728</u>	<u>101,048</u>	<u>342,776</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	603,248	(484,676)	118,572
Restricted funds			
People Postcode Lottery	-	(13,000)	(13,000)
SSE	-	(475)	(475)
Henry Smith (County Grant)	22,500	(29,200)	(6,700)
Bernard Sunley Foundation	-	(396)	(396)
Lloyds Bank Foundation	25,000	(25,000)	-
Ted Baker Trust	1,500	(1,500)	-
Life More Ordinary	2,000	(2,000)	-
Children in Need	23,320	(23,320)	-
East Sussex County Council	2,500	(2,500)	-
Peoples Health Trust	2,621	(2,621)	-
Skills for Care	4,180	(4,180)	-
Reaching Communities - National Lottery	120,000	(120,000)	-
Social Investment Business	9,200	(5,500)	3,700
Bedgebury Foundation	2,000	(2,000)	-
CXK - SELEP	10,000	(10,000)	-
Education Futures Trust	3,391	(3,391)	-
Hastings Direct	500	(500)	-
Lawson Trust	20,000	(20,000)	-
Police Grant	1,000	(1,000)	-
Spear Charitable Foundation	-	(158)	(158)
Clothworkers	-	(495)	(495)
	<u>249,712</u>	<u>(267,236)</u>	<u>(17,524)</u>
TOTAL FUNDS	<u>852,960</u>	<u>(751,912)</u>	<u>101,048</u>

LITTLE GATE FARM

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 AUGUST 2020**

15. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.9.18 £	Net movement in funds £	Transfers between funds £	At 31.8.19 £
Unrestricted Funds				
General fund	16,613	111,121	(47,000)	80,734
Designated funds	84,000	-	47,000	131,000
	<u>100,613</u>	<u>111,121</u>	<u>-</u>	<u>211,734</u>
Restricted Funds				
People Postcode Lottery	10,000	3,000	-	13,000
SSE	2,531	(633)	-	1,898
Henry Smith (County Grant)	4,000	2,700	-	6,700
Bernard Sunley Foundation	2,109	(527)	-	1,582
Spear Charitable Foundation	844	(211)	-	633
Clothworkers	2,641	(660)	-	1,981
The Tudor Trust	20,980	(20,980)	-	-
Garfield Weston Foundation	22,650	(22,650)	-	-
Peoples Health Trust	3,400	(3,400)	-	-
RBS Skills & Opportunities	2,400	(2,400)	-	-
The Childwick Trust	4,000	(4,000)	-	-
Social Investment Business	-	4,200	-	4,200
	<u>75,555</u>	<u>(45,561)</u>	<u>-</u>	<u>29,994</u>
TOTAL FUNDS	<u><u>176,168</u></u>	<u><u>65,560</u></u>	<u><u>-</u></u>	<u><u>241,728</u></u>

LITTLE GATE FARM

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 AUGUST 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	387,546	(276,425)	111,121
Restricted funds			
Sussex Community Foundation	7,500	(7,500)	-
Awards 4 All	10,000	(10,000)	-
Rother DC	3,000	(3,000)	-
Downlands	60,000	(60,000)	-
Hedley	3,000	(3,000)	-
Ernest Klenwort	10,000	(10,000)	-
People Postcode Lottery	15,000	(12,000)	3,000
Thomas Bailey	5,000	(5,000)	-
SSE	4,000	(4,633)	(633)
Henry Smith (County Grant)	20,000	(17,300)	2,700
Bernard Sunley Foundation	-	(527)	(527)
Lloyds Bank Foundation	25,000	(25,000)	-
Chalk Cliff Trust	5,000	(5,000)	-
Magdalen and Lasher	500	(500)	-
Ted Baker Trust	500	(500)	-
The Tudor Trust	25,000	(45,980)	(20,980)
Children in Need	20,000	(20,000)	-
Garfield Weston Foundation	15,000	(37,650)	(22,650)
Nineveh	5,000	(5,000)	-
Peoples Health Trust	-	(3,400)	(3,400)
RBS Skills & Opportunities	-	(2,400)	(2,400)
The Childwick Trust	-	(4,000)	(4,000)
Arts Council	15,000	(15,000)	-
The Big Give	4,000	(4,000)	-
The Crowd Funder	2,077	(2,077)	-
A Life More Ordinary	1,000	(1,000)	-
Low Carbon Across the South East	10,000	(10,000)	-
Morrisons Foundation	13,000	(13,000)	-
Reaching Communities - National Lottery	63,750	(63,750)	-
Social Investment Business	9,200	(5,000)	4,200
TESCO	2,000	(2,000)	-
Spear Charitable Foundation	-	(211)	(211)
Clothworkers	-	(660)	(660)
	353,527	(399,088)	(45,561)
TOTAL FUNDS	741,073	(675,513)	65,560

LITTLE GATE FARM**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 AUGUST 2020****15. MOVEMENT IN FUNDS - continued**

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

	At 1.9.18 £	Net movement in funds £	Transfers between funds £	At 31.8.20 £
Unrestricted funds				
General fund	16,613	229,693	(47,000)	199,306
Designated funds	84,000	-	47,000	131,000
Restricted funds				
People Postcode Lottery	10,000	(10,000)	-	-
SSE	2,531	(1,108)	-	1,423
Henry Smith (County Grant)	4,000	(4,000)	-	-
Bernard Sunley Foundation	2,109	(923)	-	1,186
Spear Charitable Foundation	844	-(369)	-	475
Clothworkers	2,641	(1,155)	-	1,486
The Tudor Trust	20,980	(20,980)	-	-
Garfield Weston Foundation	22,650	(22,650)	-	-
Peoples Health Trust	3,400	(3,400)	-	-
RBS Skills & Opportunities	2,400	(2,400)	-	-
The Childwick Trust	4,000	(4,000)	-	-
Social Investment Business	-	7,900	-	7,900
	<u>75,555</u>	<u>(63,085)</u>	<u>-</u>	<u>12,470</u>
TOTAL FUNDS	<u>176,168</u>	<u>166,608</u>	<u>-</u>	<u>342,776</u>

LITTLE GATE FARM

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 AUGUST 2020

15. MOVEMENT IN FUNDS - continued

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 £
Unrestricted funds			
General fund	990,794	(761,101)	229,693
Restricted funds			
Sussex Community Foundation	7,500	(7,500)	-
Awards 4 All	10,000	(10,000)	-
Rother DC	3,000	(3,000)	-
Downlands	60,000	(60,000)	-
Hedley	3,000	(3,000)	-
Ernest Klenwort	10,000	(10,000)	-
People Postcode Lottery	15,000	(25,000)	(10,000)
Thomas Bailey	5,000	(5,000)	-
SSE	4,000	(5,108)	(1,108)
Henry Smith (County Grant)	42,500	(46,500)	(4,000)
Bernard Sunley Foundation	-	(923)	(923)
Lloyds Bank Foundation	50,000	(50,000)	-
Chalk Cliff Trust	5,000	(5,000)	-
Magdalen and Lasher	500	(500)	-
Ted Baker Trust	2,000	(2,000)	-
The Tudor Trust	25,000	(45,980)	(20,980)
Life More Ordinary	2,000	(2,000)	-
Children in Need	43,320	(43,320)	-
East Sussex County Council	2,500	(2,500)	-
Garfield Weston Foundation	15,000	(37,650)	(22,650)
Nineveh	5,000	(5,000)	-
Peoples Health Trust	2,621	(6,021)	(3,400)
Skills for Care	4,180	(4,180)	-
Arts Council	15,000	(15,000)	-
The Big Give	4,000	(4,000)	-
The Crowd Funder	2,077	(2,077)	-
A Life More Ordinary	1,000	(1,000)	-
Low Carbon Across the South East	10,000	(10,000)	-
Morrisons Foundation	13,000	(13,000)	-
Reaching Communities - National Lottery	183,750	(183,750)	-
Social Investment Business	18,400	(10,500)	7,900
TESCO	2,000	(2,000)	-
Bedgebury Foundation	2,000	(2,000)	-
CXK - SELEP	10,000	(10,000)	-
Education Futures Trust	3,391	(3,391)	-
Hastings Direct	500	(500)	-
Lawson Trust	20,000	(20,000)	-
Police Grant	1,000	(1,000)	-
Spear Charitable Foundation	-	(369)	(369)
Clothworkers	-	(1,155)	(1,155)
RBS Skills & Opportunities	-	(2,400)	(2,400)
The Childwick Trust	-	(4,000)	(4,000)
	603,239	(666,324)	(63,085)
TOTAL FUNDS	<u>1,594,033</u>	<u>(1,427,425)</u>	<u>166,608</u>

16. RELATED PARTY DISCLOSURES

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

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 AUGUST 2020**

17. RESERVES POLICY

At the year end the charity held reserves of £342,776, of which £330,306 are unrestricted. The following designations are placed upon them:

- £70,000 has been designated for salary costs,
- £15,000 has been designated for human resource and recruitment costs,
- £8,000 has been designated for cesspit maintenance,
- £12,000 has been designated for vehicle maintenance,
- £6,000 has been designated for animal care
- £20,000 has been designated for building maintenance and builds.

Finally, the £199,306 remaining free reserves are held for general expenditure and running costs of the charity.