ACE (ANGLIA) LIMITED

England & Wales · Charity number 1153773

Details

Other names	ACE
Status	Registered
Legal form	Charitable company
Company number	08436073
Registered	2013-09-11
Register	View on the Charity Commission register

Contact

Address	Red Gables Ipswich Road Stowmarket Suffolk IP14 1BE
Phone	01449678088
Email	trish@aceanglia.com
Website	www.aceanglia.com

Activities

Objects: TO PROVIDE ASSISTANCE, ADVICE, REPRESENTATIONS AND SERVICES WHICH WILL DIRECTLY RELIEVE THE NEED OR DISABILITY OF PERSONS WHO ARE SUFFERING FROM MENTAL DISORDER (AS DEFINED BY SEC.4 OF THE MENTAL HEALTH ACT 1959, OR ANY STATUTORY MODIFICATION OR RE-ENACTMENT THEREOF IN FORCE FROM TIME TO TIME) OR ARE MENTALLY OR PHYSICALLY HANDICAPPED OR SUFFERING ANY IMPAIRMENT OF THEIR MENTAL OR PHYSICAL FACULTIES

Activities: Providing assistance advice representation advocacy services and projects to directly relieve the needs or disability of "vulnerable people" here meaning children young people family carers the elderly and people with learning or other disabilities and mental health issues eg dementiaPromoting organising facilitating co-operation partnership working between third sector and relevant bodies

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Classification

- **How:** Provides Advocacy/advice/information
- **What:** Disability
- **Who:** People With Disabilities

Geography

- Cambridgeshire
- Essex
- Norfolk
- Suffolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£679,859	£756,990	£223,820	30
2024-03-31	£560,458	£698,224	£300,951	31
2023-03-31	£511,824	£584,653	£438,717	29
2022-03-31	£480,592	£433,755	-	-
2021-03-31	£467,861	£361,713	-	-

Trustees

Name	Role	Appointed
Claire CHATE		2016-06-30
Kate Rosemary Buchan		2025-02-12
PHILIP ROBBINS		2016-06-30
Steven Michael Cates		2026-01-29

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ACE (ANGLIA) LIMITED

England & Wales - Charity number 1153773

Accounts

Docusign Envelope ID: EC99F556-2470-448A-A059-944C2B6A7ACB

COMPANY REGISTRATION NUMBER: 08436073

CHARITY REGISTRATION NUMBER: 1153773

Ace (Anglia) Limited

Company Limited by Guarantee

Unaudited financial statements

31 March 2025

Docusign Envelope ID: EC99F556-2470-448A-A059-944C2B6A7ACB

Ace (Anglia) Limited

Company Limited by Guarantee

Financial statements

Year ended 31 March 2025

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Ace (Anglia) Limited

Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report)

Year ended 31 March 2025

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 and 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 published in October 2019.

Reference and administrative details

Registered charity name	Ace (Anglia) Limited
Charity registration number	1153773
Company registration number	08436073
Principal office and registered office	Red Gables Ipswich Road Stowmarket Suffolk IP14 1BE

The trustees

The trustees who served during the year and at the date of approval were as follows:

K Buchan (Appointed 12/02/2025)
K Chate
J Evans
P Robbins
S Horsfield (Resigned 04/06/2024)

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Ace Anglia Advisory Group

H Turner - President
J Edwards
E Eno-Daynes (Appointed May 23)
A Lennon
M Rolfe

Staff Team

A Clark - CEO
I Akers - Digital Content Designer
A Berrington - Managing Advocate
J Chew - Co-production Project Lead/ Advocate
C Couchman - Advocate
D Driver - Health Project Lead
E Edwards-Hill - Health Project Worker
D Hill - Accessible Information Design Lead
A Irons - Advocate
K Irons - Health Project Worker
K Murray - HR and Operations Director
C Sparkman - Advocate
T Stevens - Accounts and Office Administrator
B Warren - Advocate
D Woods - Oliver McGowan Administrator (joined September 2024)
R Reynolds - Health Project Co-ordinator (joined August 2024)

Experts with experience/Peer Educators

S Angell
M Conquer
M Chittenden
J Debenham
I Dunstan
E Eno-Daynes
S Largent
H Lucas
J Mayo
R Saunders
N Smith (dismissed December 2024)
O Terence-Smith
J Rye (appointed May 2024)
I King (appointed June 2024)
S Tobin (appointed June 2024)

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Bankers	CAF Bank Ltd 25 Kings Hill Avenue King Hill West Malling Kent ME19 4JQ Scottish Widows PLC PO Box 883 Leeds LS1 9TY
Independent examiner	A Robinson FCA Lovewell Blake LLP Chartered accountants First Floor Suite 2 Hillside Business Park Bury St Edmunds IP32 7EA

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Objectives and activities

The charity's objects are to provide assistance, advice, representation and services which will directly relieve the need or disability of vulnerable people and to promote, organise and facilitate the cooperation and partnership working between third sector, statutory and other relevant bodies in the achievement of the purposes within the area of benefit including Cambridgeshire, Essex, Norfolk and Suffolk.

In shaping our objectives for the future and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit. The trustees also carefully consider the accessibility of its services for those on low incomes. Ace(Anglia) Limited receives money mainly from grants. Ace will charge an organisation a fee to cover the costs of some of the work we do, such as our easy-to-read translation service.

All advocacy services at Ace Anglia Limited are free at the point of contact, and people with learning disabilities are not charged.

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Achievements and performance

The Charity's Vision

Our vision is for a world where everyone has their voice heard so that people live good lives as part of their community with the right support at the right time from the right people. The charity's aims during the year have continued to be:

- To support people to have a powerful and effective voice.
- To support people to be in control of their lives and in control of the support they get.
- Providing an independent forum for people to get their views heard and to be involved in the local authority, health and other agency planning processes affecting their lives.
- To support people to speak up and make decisions in all areas of their life.

Please see our attached core funding report April 2024 - March 2025.

All-Age Suffolk Advocacy Service

We were delighted to be shortlisted for the **Equity Champion Award** as part of the Can Do Integrated Health and Social Care initiative across Suffolk and Northeast Essex. This recognition highlights the valuable contribution of our advocates and the positive impact of integrated care. In September 2024, we attended the awards ceremony in Colchester, hosted by Sir Terry Waite, where we were honoured with a commendation from the judges.

On 27 September, Ace hosted the **All-Age Advocacy Event** at Kesgrave Community Centre, in partnership with Suffolk People First. The event was opened by all four Chief Executives from the partnership and welcomed commissioners, key stakeholders, and over 20 community organisations. It provided a valuable platform for engagement and collaboration.

We premiered our new **Children's Advocacy Film**, featuring a young person supported by our advocates, to raise awareness of the service. Footage captured on the day was later used to produce an **Adult Advocacy Film**, both of which were created by Ace's design team.

In response to service user feedback, we co-produced a revised **online referral form** for children and young people's advocacy in an easy-read format to improve accessibility.

Despite targeted outreach, referrals for homeless 16- and 17-year-olds remained low. As a result, we were invited to contribute to the Joint Protocol for Homeless Youth and Care Leavers, helping to ensure advocacy is more clearly embedded within the protocol. We were also asked to deliver training to social workers on advocacy support for this group. Advocacy referrals for homeless 16- and 17-year-olds are now much more common because of our training.

We continued to deliver high-quality advocacy across all specialisms, while also actively engaging with our community in hard-to-reach areas by attending events such as Live Life Well - Newmarket, the Rural Coffee Caravan, and the Ways to Wellness walk-in event.

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Financial review

The statement of financial activities reflects operational activity for the year ended 31 March 2025.

Income from donations and legacies increased in the year to £166,741 (2024: £154,552) and income from charitable activities also increased in the year to £511,602 (2024: £404,798) contributing to an overall increase in total income which amounted to £679,859 (2024: £560,458). Expenditure on charitable activities during the year totalled £756,990 (2024: £698,224). The net movement on unrestricted funds amounted to a deficit of £77,131 (2024: £137,766) as at the year end date.

Principal funding sources

The principal funding source for the charity for the year was the grants received from Suffolk County Council, income received for services provided to NHS Ipswich & East Suffolk CCG and income from Powher-Suffolk Advocacy service.

We have increased our design revenue by included digital content and film and audio whilst continuing to develop Accessible Information resources for local and national agencies.

Reserves policy

The trustees' policy is to maintain adequate reserves for the following purposes:

- To enable the charity to fulfill statutory and legal obligations to employees and others;
- To provide a contingency fund to meet unforeseen falls in income or increases in expenditure;
- To allow for the orderly wind up of the charity if required.

Based on this policy, the trustees aim to maintain reserves equivalent to three months' expenditure, which would amount to £189,247 (2024: £174,556). Against a background of considerable change in the provision and funding of care the trustees have released resources from reserves to fulfil our objects while maintaining reserves above this level, and on 31 March 2025, the charity's free reserves amount to £191,510 (2024: £191,256).

The trustees plan to increase the reserves to the required level, mindful of the need to support the charity's sustainability, invest in project development and co-production capacity, increase staff resilience, and update its IT resources.

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Plans for future periods

As Ace looks ahead, our focus remains on building a stronger, more inclusive future for people with learning disabilities. We will continue to support the Learning Disability Strategy for Suffolk, working closely with partners to develop and strengthen the Strategy Focus Groups, ensuring lived experience remains central to local planning and decision-making.

Securing sustainable funding is a key priority, enabling us to grow our impact and maintain high-quality services. We will also continue to support people to have a voice, working in co-production with individuals, families, and partner organisations such as POhWER, to deliver effective advocacy.

Ace will invest in producing accessible information and high-quality media that reflect the voices and experiences of people with learning disabilities. We will also explore new digital opportunities, including the use of AI, to enhance communication, accessibility, and engagement.

Addressing health inequalities will remain a key priority for ACE, as we work to ensure that people with learning disabilities have equitable access to services, support, and opportunities that promote wellbeing and inclusion.

Internally, we are dedicated to strengthening our staff team and trustee board, ensuring we possess the skills, diversity, and leadership required in this uncertain climate. We will keep seeking opportunities to collaborate locally, regionally, and nationally, sharing insights and building partnerships that enhance our work.

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Structure, governance and management

Governing document and principal activities

Ace (Anglia) Limited is a registered charity and a company limited by guarantee. The charitable company was incorporated on 8 March 2013 (number 08436073) and became a registered charity number (number 1153773) on 12 September 2013. The company was established under a Memorandum of Association, which sets out its objects and powers and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

The charitable company took over the activities of the previous unincorporated charity, registered number 1021800, which had been operational as a registered charity since 1993.

Recruitment and appointment to the board of trustees

The company's directors are also charity trustees for charity law. Under the Memorandum and Articles of Association, members may appoint a trustee at any general meeting. The trustees may also appoint a person willing to act as a trustee, but they must be re-appointed by the members at the next annual general meeting. One-third of the trustees retire in rotation but are eligible for re-election.

The current trustees are shown in these accounts' reference and administrative details. Trustees are invited to serve for at least four years, and new trustees may be co-opted.

Further trustees may be appointed at any time, at their discretion, in accordance with the charity's recruitment policy.

Trustee induction and training

The current trustees are familiar with the charity's work. New trustees meet with the Chair and CEO to familiarise themselves with the charity and the context within which it operates. Each trustee is given a specific oversight responsibility to an area of the charity's work. The meeting would cover:

- The obligations of being a trustee.
- An overview of the services which the charity provides.
- The main documents that set out the operational framework for the charity include the constitution. The financial position as set out in the latest published accounts.
- Future plans and objectives.

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Organisational structure

The charity is governed by the trustees, who meet at least four times a year and are responsible for its strategic direction and policy.

The advisory group is made up of experts by experience. This strong team of self-advocates looks at what people with learning disabilities are telling us in our groups, conferences and consultations. They feed this information to the board of trustees and work with them and the staff team to co-produce a plan for the organisation's future work.

The charity employs a Chief Executive responsible for the day-to-day provision of services, ensuring that project objectives are met, and managing the staff team of peer educators and trainers, designers, project workers, advocates, administrative staff, and volunteers. This is achieved with the support of the HR and Operation director and project leads.

Risk management

The trustees have reviewed the financial and operating risks pertaining to the charity and identified key risks to the charity. Policies and procedures are in place to mitigate the risks identified. The board reviews and re-appraises risk on an on-going basis.

Independent examiner reappointment

A resolution to appoint A Robinson FCA of Lovewell Blake LLP as independent examiner will be proposed at the next trustees meeting.

Small company provisions

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

The trustees' annual report was approved on 20/11/2025 and signed on behalf of the board of trustees by:

Philip Conway Robbins

P Robbins
Trustee

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Ace (Anglia) Limited

Company Limited by Guarantee

Independent examiner's report to the trustees of Ace (Anglia) Limited

Year ended 31 March 2025

I report to the charity trustees on my examination of the financial statements of the company for the year ended 31 March 2025 which comprise the statement of financial activities (including income and expenditure account), balance sheet, statement of cash flows and the related notes.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements 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 company's financial statements 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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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 that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or

2. the financial statements do not accord with those records; or

3. the financial statements 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 financial statements 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.

Abigail Robinson

A Robinson FCA
Independent Examiner

Lovewell Blake LLP
Chartered accountants
First Floor Suite
2 Hillside Business Park
Bury St Edmunds
IP32 7EA
20/11/2025

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Ace (Anglia) Limited

Company Limited by Guarantee

Statement of financial activities (including income and expenditure account)

Year ended 31 March 2025

	Note	2025 Unrestricted funds £	2025 Total funds £	2024 Total funds £
Income and endowments				
Donations and legacies	**5**	166,741	166,741	154,552
Charitable activities	**6**	511,602	511,602	404,798
Investment income		1,516	1,516	1,108
Total income		679,859	679,859	560,458
Expenditure				
Charitable activities	**7**	756,990	756,990	698,224
Total expenditure		756,990	756,990	698,224
Net expenditure and net movement in funds		(77,131)	(77,131)	(137,766)
Reconciliation of funds				
Total funds brought forward		300,951	300,951	438,717
Total funds carried forward		223,820	223,820	300,951

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

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

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Ace (Anglia) Limited

Company Limited by Guarantee

Balance sheet

31 March 2025

	Note	2025 £	2025 £	2024 (restated) £	2024 (restated) £
Fixed assets					
Tangible fixed assets	**10**		14,908		17,047
Current assets					
Debtors	**11**	75,337		61,020	
Cash at bank and in hand		148,075		236,939	
		223,412		297,959	
Creditors: Amounts falling due within one year	**12**	(14,500)		(14,055)	
Net current assets			208,912		283,904
Total assets less current liabilities			223,820		300,951
Net assets			223,820		300,951
Funds of the charity					
Unrestricted funds			223,820		300,951
Total charity funds	**14**		223,820		300,951

For the year ending 31 March 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 20/11/2025...., and are signed on behalf of the board by:

Philip Conway Robbins

P Robbins
Trustee

Company registration number: 08436073

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

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Ace (Anglia) Limited

Company Limited by Guarantee

Statement of cash flows

Year ended 31 March 2025

	2025	2024 *(restated)*
	£	£
Cash flows from operating activities		
Net expenditure	(77,131)	(137,766)
Adjustments for:		
Depreciation of tangible fixed assets	7,264	7,406
Other interest receivable and similar income	(1,516)	(1,108)
Accrued income	(54,232)	(396)
Changes in:		
Trade and other debtors	40,683	54,324
Trade and other creditors	(323)	682
Cash generated from operations	(85,255)	(76,858)
Interest received	1,516	1,108
Net cash used in operating activities	(83,739)	(75,750)
Cash flows from investing activities		
Purchase of tangible assets	(7,890)	(6,156)
Proceeds from sale of tangible assets	2,765	–
Net cash used in investing activities	(5,125)	(6,156)
Net decrease in cash and cash equivalents	(88,864)	(81,906)
Cash and cash equivalents at beginning of year	236,939	318,845
Cash and cash equivalents at end of year	148,075	236,939

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

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1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered as a charity in England and Wales. The address of the registered office is Red Gables, Ipswich Road, Stowmarket, Suffolk, IP14 1BE.

2. Statement of compliance

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis.

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Fund accounting

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

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

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

Income

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

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.

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3. Accounting policies *(continued)*

Income *(continued)*

- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

- income from investments is accounted for when receivable.

Expenditure

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

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.

- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.

- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

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

Operating leases

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

Tangible assets

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

Depreciation

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

Office equipment	-	25% straight line

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3. Accounting policies *(continued)*

Financial instruments

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

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

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

4. Limited by guarantee

The charity is a company limited by guarantee and does not have share capital. Every member of the charity undertakes to contribute such amounts, not exceeding £10 as may be required in the event of a winding up.

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2025**
Grants			
Suffolk County Council	149,000	–	149,000
Other Grants	17,741	–	17,741
	166,741	–	166,741

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2024**
Grants			
Suffolk County Council	149,000	–	149,000
Other Grants	5,552	–	5,552
	154,552	–	154,552

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6. Charitable activities

	Unrestricted Funds	**Total Funds 2025**	Unrestricted Funds	Total Funds 2024 *(restated)*
	£	**£**	£	£
Advocacy and other services	210,824	210,824	212,266	212,266
NHS Ipswich & East Suffolk CCG	298,878	298,878	192,532	192,532
NHS England & NHS Improvements	1,900	1,900	–	–
	511,602	511,602	404,798	404,798

NHS Ipswich & East Suffolk CCG income of £192,532 has been reclassified as charitable activities from donations and legacies following a review of terms undertaken in the current year.

7. Expenditure on charitable activities

	Unrestricted Funds	**Total Funds 2025**	Unrestricted Funds	Total Funds 2024 *(restated)*
	£	**£**	£	£
Staff costs	640,733	640,733	587,544	587,544
Staff travel expenses	12,996	12,996	17,611	17,611
Staff and advocate training	2,055	2,055	3,600	3,600
Staff recruitment	1,668	1,668	4,122	4,122
Transport costs	1,810	1,810	1,713	1,713
Finance charges	2,138	2,138	1,919	1,919
Venue hire	3,237	3,237	3,975	3,975
Professional fees	4,489	4,489	2,060	2,060
Support costs	87,864	87,864	75,680	75,680
	756,990	756,990	698,224	698,224

Analysis of support costs

	2025	2024
	£	£
Rent	21,640	14,124
Telephone	11,535	9,107
Postage and stationery	3,992	2,935
Insurance	5,573	3,562
Computer costs	23,012	29,972
Sundry expenses	8,213	4,772
Depreciation	7,264	7,406
Independent examination fee	3,870	2,724
Bad debt write off	–	1,078
Loss on disposal of fixed assets	2,765	–
	87,864	75,680

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8. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2025 £	2024 £
Wages and salaries	579,449	529,266
Social security costs	44,803	42,355
Pension costs	12,012	10,799
Other employee benefits	4,469	5,124
	640,733	587,544

The average head count of employees during the year was 33 (2024: 29).

No employee received employee benefits of more than £60,000 during the year (2024: Nil).

Key management personnel

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation including employer pension contributions paid to key management personnel for services provided to the charity was £59,546 (2024: £59,503).

9. Trustee remuneration and expenses

No trustee received any remuneration during the year (2024: £Nil). No trustee was reimbursed expenses during the year (2024: £Nil).

10. Tangible fixed assets

	Office equipment £
Cost	
At 1 April 2024 (as restated)	57,541
Additions	7,890
Disposals	(29,744)
At 31 March 2025	35,687
Depreciation	
At 1 April 2024	40,494
Charge for the year	7,264
Disposals	(26,979)
At 31 March 2025	20,779
Carrying amount	
At 31 March 2025	14,908
At 31 March 2024	17,047

Docusign Envelope ID: EC99F556-2470-448A-A059-944C2B6A7ACB

11. Debtors

	2025	2024 *(restated)*
	£	£
Trade debtors	2,980	49,754
Prepayments and accrued income	72,357	11,266
	75,337	61,020

12. Creditors: Amounts falling due within one year

	2025	2024 *(restated)*
	£	£
Trade creditors	738	917
Accruals and deferred income	3,210	2,442
Social security and other taxes	10,552	10,696
	14,500	14,055

13. Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to the defined contribution plans was £12,012 (2024: £10,799).

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14. Analysis of charitable funds

Year ended 31 March 2025

General funds

	At 1 April 2024	Income	Expenditure	Transfers	At 31 March 2025
	£	£	£	£	£
General Funds	191,526	677,359	(756,990)	79,615	191,510

Designated funds

	At 1 April 2024	Income	Expenditure	Transfers	At 31 March 2025
	£	£	£	£	£
Contingency Funds	70,525	–	–	(70,525)	–
Big Messages	9,090	–	–	(9,090)	–
Accessible Information	29,810	2,500	–	–	32,310
	109,425	2,500	–	(79,615)	32,310
Total funds	300,951	679,859	(756,990)	–	223,820

Year ended 31 March 2024

General funds

	At 1 April 2023	Income	Expenditure	Transfers	At 31 March 2024
	£	£	£	£	£
General Funds	328,302	561,448	(698,224)	–	191,526

Designated funds

	At 1 April 2023	Income	Expenditure	Transfers	At 31 March 2024
	£	£	£	£	£
Contingency Funds	70,525	–	–	–	70,525
Big Messages	9,090	–	–	–	9,090
Accessible Information	30,800	(990)	–	–	29,810
	110,415	(990)	–	–	109,425
Total funds	438,717	560,458	(698,224)	–	300,951

Purposes of designated funds:

Contingency Funds - this fund represented amounts set aside in a separate bank account, adopted as a formal designated fund under a previous annual review. The fund aimed to cover contingency expenses such as redundancy and wages should the charity need to cover such costs for closure or winding up. The designated fund is reviewed periodically and was undesignated in the year to 31 March 2025.

Big Messages – income designated to promote SCC services for people with learning disabilities. This project was deemed completed in the year to 31 March 2025 with remaining funds transferred to unrestricted fund.

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Accessible Information – production of accessible information conforming to the accessible information standards.

15. Analysis of net assets between funds

As at 31 March 2025

	Unrestricted Funds	Restricted Funds	Total Funds 2025
	£	£	£
Tangible fixed assets	14,908	–	14,908
Current assets	176,602	32,310	208,912
Net Assets	191,510	32,310	223,820

As at 31 March 2024

	Unrestricted Funds	Restricted Funds	Total Funds 2024
	£	£	£
Tangible fixed assets	17,047	–	17,047
Current assets	283,904	–	283,904
Net Assets	300,951	–	300,951

16. Analysis of changes in net debt

	At 1 Apr 2024	Cash flows	**At 31 Mar 2025**
	£	£	**£**
Cash at bank and in hand	236,939	(88,864)	148,075

17. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2025	2024 *(restated)*
	£	£
Not later than 1 year	–	1,440

18. Related parties

The Charity made payments in respect of gross salary amounting to £34,840 (2024: £25,248) to I Akers who is also a close relation to A Clark.

These transactions were made on normal commercial terms. The Charity had no other related party transactions in this or the prior year.

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ACE (Anglia) Limited

Corporation Tax Computations

based on the accounts for the year ended 31 March 2025

Docusign Envelope ID: EC99F556-2470-448A-A059-944C2B6A7ACB

ACE (Anglia) Limited

year ended 31 March 2025

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E	Chargeable gains summary

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Adjustment of profit

A

Adjustment of profit:

		Computation	Per return
Profit before tax	D	£ -	
Trading income profit/(loss)		£ -	£ -

HMRC mandatory disclosure
Company is a member of a partnership No

Tax payments and interest

A2

Docusign Envelope ID: EC99F556-2470-448A-A059-944C2B6A7ACB

ACE (Anglia) Limited

year ended 31 March 2025

Income statement

D

Details of (income) and expenditure:

Profit before tax	A	£ -

Other comprehensive income

D1

Details of (gains) and losses

Profit for the period	£ -
Total comprehensive income for the period	£ -

Docusign Envelope ID: EC99F556-2470-448A-A059-944C2B6A7ACB

Chargeable gains summary

E

Docusign Envelope ID: EC99F556-2470-448A-A059-944C2B6A7ACB

HM Revenue & Customs

Company Tax Return

CT600 (2024) Version 3

for accounting periods starting on or after 1 April 2015

Your Company Tax Return

If we send the company a 'Notice' to deliver a Company Tax Return it has to comply by the filing date or we charge a penalty, even if there is no tax to pay.

A return includes a Company Tax Return form, any supplementary pages, accounts, computations and any relevant information. The CT600 Guide tells you how the return must be formatted and delivered. It contains general information you may need to deliver your return, links to more detailed advice and box-by-box guidance for this form and the supplementary pages.

The forms in the CT600 series set out the information we need and provide a standard format for calculations.

Company information

1	**Company name**	ACE (Anglia) Limited
2	**Company registration number**	08436073
3	**Tax reference**	8457724137
4	**Type of company**	8

Northern Ireland (NI)

Put an 'X' in the appropriate boxes below

5	**NI trading activity**		6	**SME**	
7	**NI employer**		8	**Special circumstances**	

About this return

This is the tax return for the company named above, for the period below

30	**from** DD MM YYYY	35	**to** DD MM YYYY
	01 04 2024		31 03 2025

Put an 'X' in the appropriate boxes below

40	**A repayment is due for this return period**	
45	**Claim or relief affecting an earlier period**	
50	**Making more than one return for this company now**	
55	**This return contains estimated figures**	
60	**Company part of a group that is not small**	
65	**Notice of disclosable avoidance schemes**	
	Transfer pricing	
70	**Compensating adjustment claimed**	
75	**Company qualifies for SME exemption**	

About this return - continued

Accounts and computations

80	**I attach accounts and computations for the period to which this return relates**	X
85	**I attach accounts and computations for a different period**	
90	**If you're not attaching the accounts and computations, explain why**	

Supplementary pages enclosed

95	**Loans and arrangements to participators by close companies** – form CT600A	
100	**Controlled foreign companies, foreign permanent establishment exemptions, hybrid and other mismatches** – form CT600B	
105	**Group and consortium** – form CT600C	
110	**Insurance** – form CT600D	
115	**Charities and Community Amateur Sports Clubs (CASCs)** – form CT600E	X
120	**Tonnage tax** – form CT600F	
125	**Northern Ireland** – form CT600G	
130	**Cross-border royalties** – form CT600H	
135	**Supplementary charge in respect of ring fence trades** – form CT600I	
140	**Disclosure of Tax Avoidance Schemes** – form CT600J	
141	**Restitution tax** – form CT600K	
142	**Research and Development** – form CT600L	
143	**Freeports and Investment Zones** – form CT600M	
144	**Residential Property Developer Tax (RPDT)** – form CT600N	

Tax calculation - Turnover

145	**Total turnover from trade**	£ . 0 0
150	**Banks, building societies, insurance companies and other financial concerns** – put an 'X' in this box if you do not have a recognised turnover and have not made an entry in box 145	

Income

155	**Trading profits**	£ . 0 0
160	**Trading losses brought forward set against trading profits**	£ . 0 0
165	**Net trading profits –** box 155 minus box 160	£ . 0 0
170	**Bank, building society or other interest, and profits from non-trading loan relationships**	£ . 0 0
172	**Put an 'X' in box 172 if the figure in box 170 is net of carrying back a deficit from a later accounting period**	

Income - continued

175	**Annual payments not otherwise charged to Corporation Tax and from which Income Tax has not been deducted**	£ . 0 0
180	**Non-exempt dividends or distributions from non–UK resident companies**	£ . 0 0
185	**Income from which Income Tax has been deducted**	£ . 0 0
190	**Income from a property business**	£ . 0 0
195	**Non-trading gains on intangible fixed assets**	£ . 0 0
200	**Tonnage tax profits**	£ . 0 0
205	**Income not falling under any other heading**	£ . 0 0

Chargeable gains

210	**Gross chargeable gains**	£ . 0 0
215	**Allowable losses including losses brought forward**	£ . 0 0
220	**Net chargeable gains** – box 210 minus box 215	£ . 0 0

Profits before deductions and reliefs

225	**Losses brought forward against certain investment income**	£ . 0 0
230	**Non-trade deficits on loan relationships (including interest) and derivative contracts (financial instruments) brought forward set against non-trading profits**	£ . 0 0
235	**Profits before other deductions and reliefs –** net sum of boxes 165 to 205 and 220 minus sum of boxes 225 and 230	£ . 0 0

Deductions and reliefs

240	**Losses on unquoted shares**	£ . 0 0
245	**Management expenses**	£ . 0 0
250	**UK property business losses for this or previous accounting period**	£ . 0 0
255	**Capital allowances for the purposes of management of the business**	£ . 0 0
260	**Non-trade deficits for this accounting period from loan relationships and derivative contracts (financial instruments)**	£ . 0 0

Deductions and Reliefs - continued

263	**Carried forward non-trade deficits from loan relationships and derivative contracts (financial instruments)**	£ . 0 0
265	**Non-trading losses on intangible fixed assets**	£ . 0 0
275	**Total trading losses of this or a later accounting period**	£ . 0 0
280	**Put an 'X' in box 280 if amounts carried back from later accounting periods are included in box 275**	
285	**Trading losses carried forward and claimed against total profits**	£ . 0 0
290	**Non-trade capital allowances**	£ . 0 0
295	**Total of deductions and reliefs** – total of boxes 240 to 275, 285 and 290	£ . 0 0
300	**Profits before qualifying donations and group relief** – box 235 minus box 295	£ . 0 0
305	**Qualifying donations**	£ . 0 0
310	**Group relief**	£ . 0 0
312	**Group relief for carried forward losses**	£ . 0 0
315	**Profits chargeable to Corporation Tax** – box 300 minus boxes 305, 310 and 312	£ 0 . 0 0
320	**Ring fence profits included**	£ . 0 0
325	**Northern Ireland profits included**	£ . 0 0

Tax calculation

326	**Number of associated companies in this period**	
327	**Number of associated companies in the first financial year**	
328	**Number of associated companies in the second financial year**	
329	**Put an 'X' in box 329 if the company is chargeable at the small profit rate or is entitled to marginal relief**	

Enter how much profit has to be charged and at what rate

	Financial year (yyyy)		Amount of profit		Rate of tax %		Tax	
330		335	£	340		345	£	p
		350	£	355		360	£	p
		365	£	370		375	£	p
380		385	£	390		395	£	p
		400	£	405		410	£	p
		415	£	420		425	£	p

Tax calculation - continued

Corporation Tax – total of boxes 345, 360, 375, 395, 410 and 425	430	£
Marginal relief	435	£
Corporation Tax chargeable – box 430 minus box 435	440	£ 0 . 0 0

Reliefs and deductions in terms of tax

445	**Community Investment Tax Relief**	£
450	**Double Taxation Relief**	£
455	**Put an 'X' in box 455 if box 450 includes an underlying rate relief claim**	
460	**Put an 'X' in box 460 if box 450 includes any amount carried back from a later period**	
465	**Advance Corporation Tax**	£
470	**Total reliefs and deduction in terms of tax** – total of boxes 445, 450 and 465	£

Coronavirus support schemes and overpayments (see CT600 Guide for definitions)

471	**Coronavirus Job Retention Scheme (CJRS) received**	£
472	**CJRS entitlement**	£
473	**CJRS overpayment already assessed or voluntary disclosed**	£
474	**Other coronavirus overpayments**	£

Energy levies

986	**Energy (Oil and Gas) Profits Levy (EOGPL) amounts liable**	£
987	**Electricity Generator Levy (EGL) exceptional generation receipts**	£

Calculation of tax outstanding or overpaid

475	**Net Corporation Tax liability –** box 440 minus box 470	£
480	**Tax payable on loans and arrangements to participators**	£
485	**Put an 'X' in box 485 if you completed box A70 in the supplementary pages CT600A**	
490	**Controlled Foreign Companies (CFC) tax payable**	£
495	**Bank levy payable**	£
496	**Bank surcharge payable**	£
497	**Residential Property Developer Tax (RPDT) payable**	£

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Calculation of tax outstanding or overpaid - continued

500	**CFC tax, bank levy, bank surcharge and RPDT payable** – total of boxes 490, 495, 496 and 497	£ .
501	**EOGPL payable**	£ .
502	**EGL payable**	£ .
505	**Supplementary charge (ring fence trades) payable**	£ .
510	**Tax chargeable** – total of boxes 475, 480, 500, 501, 502 and 505	£ .
515	**Income Tax deducted from gross income included in profits**	£ .
520	**Income Tax repayable to the company**	£ .
525	**Self-assessment of tax payable before restitution tax and coronavirus support scheme overpayments** – box 510 minus box 515	£ .
526	**Coronavirus support schemes overpayment now due** – total of boxes 471 and 474 minus boxes 472 and 473	£ .
527	**Restitution tax**	£ .
528	**Self-assessment of tax payable** – total of boxes 525, 526 and 527	£ .

Tax reconciliation

530	**Research and Development credit**	£ .
535	**(Not currently used)**	£ .
540	**Creatives tax credit**	£ .
545	**Total of Research and Development credit and creative tax credit –** total box 530 to 540	£ .
550	**Land remediation tax credit**	£ .
555	**Life assurance company tax credit**	£ .
560	**Total land remediation and life assurance company tax credit** – total box 550 and 555	£ .
565	**Capital allowances first-year tax credit**	£ .
570	**Surplus Research and Development credits or creative tax credit payable –** box 545 minus box 525	£ .
575	**Land remediation or life assurance company tax credit payable** – total of boxes 545 and 560 minus boxes 525 and 570	£ .

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580	**Capital allowances first-year tax credit payable** – boxes 545, 560 and 565 minus boxes 525, 570 and 575	£ .
585	**Ring fence Corporation Tax included**	£ .
586	**NI Corporation Tax included**	£ .
590	**Ring fence supplementary charge included**	£ .
595	**Tax already paid (and not already repaid)**	£ .
600	**Tax outstanding** – box 525 minus boxes 545, 560, 565 and 595	£ .
605	**Tax overpaid including surplus or payable credits** – total sum of boxes 545, 560, 565 and 595 minus 525	£ .
610	**Group tax refunds surrendered to this company**	£ .
615	**Research and Development expenditure credits surrendered to this company**	£ .

Exporter information

During the return period, did the company export goods and/or services to individuals, enterprises or organisations outside the United Kingdom (UK)?

616 **Yes - goods** ☐ 617 **Yes - services** ☐ 618 **No - neither** ☐

Indicators and information

620	**Franked investment income/Exempt ABGH distributions**	£ . 0 0
625	**Number of 51% group companies**	

Put an 'X' in the relevant boxes, if in the period, the company:

630	**should have made (whether it has or not) instalment payments as a large company under the Corporation Tax (Instalment Payments) Regulations**	☐
631	**should have made (whether it has or not) instalment payments as a very large company under the Corporation Tax (Instalment Payments) Regulations**	☐
635	**is within a group payments arrangement for the period**	☐
640	**has written down or sold intangible assets**	☐
645	**has made cross-border royalty payments**	☐
647	**Eat Out to Help Out Scheme: reimbursed discounts included as taxable income**	£ . 0 0

Information about enhanced expenditure and tax reliefs

Research and Development (R&D) or creative enhanced expenditure and tax reliefs

650	**Put an 'X' in box 650 if the claim is made by a small or medium-sized enterprise (SME), including a SME subcontractor to a large company**	
655	**Put an 'X' in box 655 if the claim is made by a large company**	
656	**Put an 'X' in box 656 to confirm that a R&D claim notification form has been submitted**	
657	**Put an 'X' in box 657 to confirm that an additional information form has been submitted**	
659	**R&D expenditure qualifying for SME R&D relief**	£ . 0 0
660	**R&D enhanced expenditure**	£ . 0 0
665	**Creative qualifying expenditure and/or additional deduction**	£ . 0 0
670	**R&D and creative enhanced expenditure** total box 660 and box 665	£ . 0 0
675	**R&D enhanced expenditure of a SME on work subcontracted to it by a large company**	£ . 0 0
680	**Vaccine research expenditure**	£ . 0 0

Land remediation enhanced expenditure

685	**Enter the total enhanced expenditure**	£ . 0 0

Information about capital allowances and balancing charges/disposal values

Allowances and charges in the calculation of trading profits and losses

	Capital allowances	Balancing charges
Annual investment allowance	690 £	
Full expensing	688 £	689 £
Machinery and plant – super-deduction	691 £	692 £
Machinery and plant – special rate allowance	693 £	694 £
Machinery and plant – special rate pool	695 £	700 £
Machinery and plant – main pool	705 £	710 £
Structures and buildings	711 £	
Business premises renovation	715 £	720 £
Other allowances and charges	725 £	730 £

Allowances and charges in the calculation of trading profits and losses - continued

	Capital allowances	Disposal value
Electric charge-points	713 £	714 £
Enterprise zones	721 £	722 £
Zero emissions goods vehicles	723 £	724 £
Zero emissions cars	726 £	727 £

Allowances and charges not included in the calculation of trading profit and losses

	Capital allowances	Balancing charges
Annual investment allowance	735 £	
Structures and buildings	736 £	
Full expensing	733 £	734 £
Business premises renovation	740 £	745 £
Machinery and plant – super-deduction	741 £	742 £
Machinery and plant – special rate allowance	743 £	744 £
Other allowances and charges	750 £	755 £

	Capital allowances	Disposal value
Electric charge-points	737 £	738 £
Enterprise zones	746 £	747 £
Zero emissions goods vehicles	748 £	749 £
Zero emissions cars	751 £	752 £

Qualifying expenditure

760	Machinery and plant on which first year allowance is claimed	£ . 0 0
765	Designated environmentally friendly machinery and plant	£ . 0 0
770	Machinery and plant on long-life assets and integral features	£ . 0 0
771	Structures and buildings	£ . 0 0
772	Machinery and plant – super-deduction	£ . 0 0
773	Machinery and plant – special rate allowance	£ . 0 0
775	Other machinery and plant	£ . 0 0

Losses, deficits and excess amounts

Amount arising

	Amount	Maximum available for surrender as group relief
Losses of trades carried on wholly or partly in the UK	780 £	785 £
Losses of trades carried on wholly outside the UK	790 £	
Non-trade deficits on loan relationships and derivative contracts	795 £	800 £
UK property business losses	805 £	810 £
Overseas property business losses	815 £	
Losses from miscellaneous transactions	820 £	
Capital losses	825 £	
Non-trading losses on intangible fixed assets	830 £	835 £

Excess amounts

	Amount	Maximum available for surrender as group relief
Non-trade capital allowances		840 £
Qualifying donations		845 £
Management expenses	850 £	855 £

Northern Ireland information

856	Amount of group relief claimed which relates to NI trading losses used against rest of UK/mainstream profits	£ . 0 0
857	Amount of group relief claimed which relates to NI trading losses used against NI trading profits	£ . 0 0
858	Amount of group relief claimed which relates to rest of UK/mainstream losses used against NI trading profits	£ . 0 0

Overpayments and repayments

Small repayments

860 **Do not repay sums of** £ . 0 0 **or less.**

Read the overpayments and repayments section of the Company Tax Return Guide for specific guidance on when and how to make an entry in this box.

Repayments for the period covered by this return

865	Repayment of Corporation Tax	£ .
870	Repayment of Income Tax	£ .
875	Payable Research and Development tax credit	£ .
880	Payable Research and Development expenditure credit	£ .
885	Payable creative tax credit	£ .
890	Payable land remediation or life assurance company tax credit	£ .
895	Payable capital allowances first-year tax credit	£ .

Surrender of tax refund within group

Including surrenders under the Instalment Payments Regulations.

900 **The following amount is to be surrendered** £ .

Put an 'X' in the appropriate boxes below

the joint Notice is attached 905

or

will follow 910

915 **Please stop repayment of the following amount until we send you the Notice** £ .

Bank details (for a person to whom a repayment is to be made)

920 **Name of bank or building society**

925 **Branch sort code**

930 **Account number**

935 **Name of account**

940 **Building society reference**

Payments to a person other than the company

945 **Complete the authority below if you want the repayment to be made to a person other than the company**

I, as (enter status – for example, company secretary, treasurer, liquidator or authorised agent)

950 **of** (enter company name)

955 **authorise** (enter name)

960 **of address** (enter address)

965 **Nominee reference**

to receive payment on company's behalf

970 **Name**

Declaration

Declaration

I declare that the information I have given on this Company Tax Return and any supplementary pages is correct and complete to the best of my knowledge and belief.

I understand that giving false information in the return, or concealing any part of the company's profits or tax payable, can lead to both the company and me being prosecuted.

975 **Name**

Philip Conway Robbins

P Robbins

980 **Date** DD MM YYYY

20/11/2025

985 **Status**

Trustee

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HM Revenue & Customs

Company Tax Return – supplementary page

Charities and Community Amateur Sports Clubs (CASCs)

CT600E (2015) Version 3 for accounting periods starting on or after 1 April 2015

Guidance

Guidance about when and how to complete this supplementary page can be found in the CT600 Guide.

For further information read *What supplementary pages do I need to complete and include as part of the Company Tax Return?* to find out what supplementary pages you need to complete.

Also, read the *Important points about all supplementary pages* and *CT600E – Charities and Community Amateur Sports Clubs (CASCs)* for further guidance about completing this supplementary page.

Company information

E1	**Company name (name of charity or CASC)**	**ACE (Anglia) Limited**
E2	**Tax reference**	**8457724137**

Period covered by this supplementary page (cannot exceed 12 months)

E3	**from** *DD MM YYYY*	**0 1 0 4 2 0 2 4**
E4	**to** *DD MM YYYY*	**3 1 0 3 2 0 2 5**

Claims to exemption (this section should be completed in all cases)

	Charity/CASC repayment reference	E5
	Charity Commission registration number, or OSCR number (if applicable)	E10 **1,153,773**

Put an 'X' in the relevant box if during the period covered by these supplementary pages:

	The company was a charity/CASC and is claiming exemption from all tax on all or part of its income and gains *(Also put an 'X' in box E15 if the company was a charity/CASC but had no income or gains in the period)*	E15 **X**
	All income and gains are exempt from tax and have been, or will be, applied for charitable or qualifying purposes only	E20 **X**
	Some of the income and gains may not be exempt or have not been applied for charitable or qualifying purposes only, and I have completed form CT600	E25

I claim exemption from tax

	Name	E30 **P Robbins**
	Status	E35 **Trustee**
	Date *DD MM YYYY*	E40 20/11/2025

Repayments

To make a repayment claim for the period covered by these supplementary pages, please register and enrol to use the Charities Online service. See CT600 guide for further information.

Put an 'X' in the box if during the period covered by these supplementary pages you have over claimed tax. E45 [ ]

Information required

Enter details of any income received from the following sources, claimed as exempt from tax in the hands of the charity/CASC. Enter the figure included in the charity's/CASC'S accounts for the period covered by this return.

Non-exempt amounts should be entered on form CT600 in the appropriate boxes.

Type of income		Amount
Enter total turnover from exempt charitable trading activities	E50	£ 5 1 1 6 0 2 . 0 0
Investment income – exclude any amounts included on form CT600	E55	£ 1 5 1 6 . 0 0
UK land and buildings – exclude any amounts included on form CT600	E60	£ . 0 0
Gift Aid – exclude any amounts included on form CT600	E65	£ . 0 0
From other charities – exclude any amounts included on form CT600	E70	£ . 0 0
Gifts of shares or securities received	E75	£ . 0 0
Gifts of real property received	E80	£ . 0 0
Other sources (not included above)	E85	£ 1 6 6 7 4 1 . 0 0
Total of boxes E50 to E85	E90	£ 6 7 9 8 5 9 . 0 0

Enter details of expenditure as shown in the charity's/CASC's accounts for the period covered by these supplementary pages

Type of expenditure		Amount
Trading costs in relation to exempt charitable activities (in box E50)	E95	£ 7 5 6 9 9 0 . 0 0
UK land and buildings costs in relation to exempt charitable activities (in box E60)	E100	£ . 0 0
All general administration/governance costs	E105	£ . 0 0
All grants and donations made within the UK	E110	£ . 0 0
All grants and donations made outside the UK	E115	£ . 0 0
Other expenditure not included above, or not used in calculating figures entered on the form CT600	E120	£ . 0 0
Total of boxes E95 to E120	E125	£ 7 5 6 9 9 0 . 0 0

Information required

Charity/CASC assets

	Disposals in period (total consideration received)	Held at the end of the period (use accounts figures)
Tangible fixed assets	E130 £	E135 £ 1 4 9 0 8
UK investments (excluding controlled companies)	E140 £	E145 £
Shares in, and loans to, controlled companies	E150 £	E155 £
Overseas investments	E160 £	E165 £
Loans and non-trade debtors		E170 £
Other current assets		E175 £ 2 0 8 9 1 2
Qualifying investments and loans *Applies to charities only. See CT600 Guide*		E180
Value of any non-qualifying investments and loans *Applies to charities only. See CT600 Guide*		E185 £
Number of subsidiary or associated companies the charity controls at the end of the period. Exclude companies that were dormant throughout the period		E190

Docusign Envelope ID: EC99F556-2470-448A-A059-944C2B6A7ACB

Lovewell Blake LLP
First Floor Suite
2 Hillside Business Park
Bury St Edmunds
IP32 7RA

Dear Sirs

Financial statements for the year ended 31 March 2025

The following representations are made on the basis of enquires with those individuals, including management and staff, with relevant knowledge and experience such as we consider necessary in connection with your independent examination of the charitable company's financial statements for the year ended 31 March 2025. These enquiries have included inspection of supporting documentation where appropriate and are sufficient to satisfy ourselves that we can make each of the following representations. All representations are made to the best of our knowledge and belief.

General

We acknowledge that the work performed by you is substantially less in scope than an audit performed in accordance with International Standards on Auditing (UK) and that you do not express an audit opinion.

We confirm that the charitable company qualifies as small in accordance with the conditions set out in chapter 1 of part 15 of the Companies Act 2006.

We confirm that the charitable company was entitled to exemption under section 144 of the Charities Act 2011, being that gross income for the year does not exceed £1m or £250,000 if gross assets exceed £3.26m, from the requirement to have its financial statements for the financial year ended 31 March 2025 audited. We also confirm that the members have not required the company to obtain an audit of its financial statements for the financial year in accordance with section 476 of the Companies Act 2006.

We confirm we have declared all income, including legacies, of which we are aware at the year end, whether received during the year or following the year end.

We have fulfilled our responsibilities as trustees, as set out in the terms of our engagement letter dated 17 September 2021 under the Companies Act 2006 and Charities Act 2011, for preparing financial statements in accordance with applicable law and United Kingdom Accounting Standards (UK Generally Accepted Accounting Practice), for being satisfied that they give a true and fair view and for making accurate representations to you.

All the transactions undertaken by the charitable company have been properly reflected and recorded in the accounting records.

All the accounting records have been made available to you for the purpose of your independent examination. We have provided you with unrestricted access to all appropriate persons within the charitable company, and with all other records and related information requested, including minutes of all management and trustees' meetings and correspondence with The Charity Commission.

Docusign Envelope ID: EC99F556-2470-448A-A059-944C2B6A7ACB

The financial statements are free of material misstatements, including omissions.

Internal control and fraud
We acknowledge our responsibility for the design, implementation and maintenance of internal control systems to prevent and detect fraud and error, and we believe that we have appropriately fulfilled these responsibilities. We have disclosed to you the results of our risk assessment that the financial statements may be misstated as a result of fraud.

We have disclosed to you all instances of known or suspected fraud affecting the entity involving those individuals, including management and employees, who have a significant role in internal control or others that have a material effect on the financial statements.

We have also disclosed to you all information in relation to allegations of fraud or suspected fraud affecting the entity's financial statements communicated by current or former employees, analysts, regulators or others.

Assets and liabilities
The charitable company has satisfactory title to all assets and there are no liens or encumbrances on the charitable company's assets, except for those that are disclosed in the notes to the financial statements.

All actual liabilities, contingent liabilities and guarantees given to third parties have been recorded or disclosed as appropriate.

We have no plans or intentions that may materially alter the carrying value and, where relevant, the fair value measurements or classification of assets and liabilities reflected in the financial statements.

Accounting estimates
The methods, data and significant assumptions used by us in making accounting estimates, and their related disclosures, are appropriate to achieve recognition, measurement and disclosure that is reasonable in the context of the applicable financial reporting framework.

Bank accounts
We have disclosed to you all bank accounts operated by the charitable company.

Legal claims
We have disclosed to you all claims in connection with litigation that have been, or are expected to be, received and such matters, as appropriate, have been properly accounted for and disclosed in the financial statements.

Laws and regulations
We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.

Related parties
Related party relationships and transactions have been appropriately accounted for and disclosed in the financial statements. We have disclosed to you all relevant information concerning such relationships and transactions and are not aware of any other matters which require disclosure in order to comply with legislative and accounting standards requirements.

Serious incidents
We confirm that no serious incident reports have been submitted to the Chairty Commission, nor any events considered for submission, during the year or in the period to the date of signing of the balance sheet.

Docusign Envelope ID: EC99F556-2470-448A-A059-944C2B6A7ACB

Subsequent events
All events subsequent to the date of the financial statements which require adjustment or disclosure have been properly accounted for and disclosed.

Going concern
We believe that the charitable company's financial statements should be prepared on a going concern basis, on the grounds that current and future sources of funding or support will be more than adequate for the charitable company's needs. We also confirm our plans for future action(s) required to enable the charitable company to continue as a going concern are feasible. We have considered a period of twelve months from the date of approval of the financial statements. We believe that no further disclosures relating to the charitable company's ability to continue as a going concern need to be made in the financial statements.

Grants and donations
All grants, donations and other income, the receipt of which is subject to specific terms or conditions, have been notified to you. There have been no breaches of terms or conditions in the application of such income.

Each trustee has taken all steps that they ought to have taken as a trustee in order to make themselves aware of any relevant information and to establish that you are aware of that information.

Yours faithfully

Philip Conway Robbins
……..
Signed on behalf of the board of trustees of Ace (Anglia) Limited

Date: 20/11/2025 ……..

ACE (ANGLIA) LIMITED

England & Wales - Charity number 1153773

Accounts

COMPANY REGISTRATION NUMBER: 08436073

CHARITY REGISTRATION NUMBER: 1153773

Ace (Anglia) Limited

Company Limited by Guarantee

Unaudited financial statements

31 March 2024

Ace (Anglia) Limited

Company Limited by Guarantee

Financial statements

Year ended 31 March 2024

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Trustees' annual report (incorporating the directors' report)	1 to 19
Independent examiner's report to the trustees	20
Statement of financial activities (including income and expenditure account)	21
Balance sheet	22
Statement of cash flows	23
Notes to the financial statements	24 to 31

Ace (Anglia) Limited

Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report)

Year ended 31 March 2024

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 and 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 published in October 2019.

Reference and administrative details

Registered charity name	Ace (Anglia) Limited
Charity registration number	1153773
Company registration number	08436073
Principal office and registered office	Red Gables Ipswich Road Stowmarket Suffolk IP14 1BE

The trustees

The trustees who served during the year and at the date of approval were as follows:

K Chate
J Evans
S Horsfield
P Robbins

Ace Anglia Advisory Group

H Turner - President
M Conquer (Resigned Apr 23)
J Edwards
E Eno-Daynes (Appointed May 23)
S Largent (Resigned Apr 23)
A Lennon
M Rolfe

Staff Team

A Clark - CEO
D Ainsley - Self Advocacy and Coproduction Co-ordinator (Resigned Dec 23)
I Akers - Digital Content Designer
A Berrington - Managing Advocate
N Betts - Health Project Co-ordinator
S Burton - Health Project Co-ordinator (Resigned Dec 23)
J Chew - Co-production Project Lead/ Advocate
C Couchman - Advocate
D Driver - Health Project Lead
E Edwards-Hill - Health Project Worker
D Hill - Accessible Information Design Lead
A Irons - Advocate
K Irons - Health Project Worker
K Murray - HR and Operations Director
C Sparkman - Advocate
T Stevens - Accounts and Office Administrator
B Warren - Advocate

Experts with experience/Peer Educators

S Angell
G Bellinger (Appointed Dec 23, Resigned Feb 24)
S Bull (Resigned Dec 23)
M Conquer
M Chittenden
J Debenham
I Dunstan
E Eno-Daynes (Appointed May 23)
S Largent
H Lucas
J Mayo
R Saunders
N Smith (Appointed Dec 23)
O Terence-Smith

Bankers

CAF Bank Ltd
25 Kings Hill Avenue
King Hill
West Malling
Kent
ME19 4JQ

Scottish Widows PLC
PO Box 883
Leeds
LS1 9TY

Independent examiner	L Thurston FCCA Lovewell Blake LLP Chartered accountants First Floor Suite 2 Hillside Business Park Bury St Edmunds IP32 7EA

Objectives and activities

The charity's objects are to provide assistance, advice, representation and services which will directly relieve the need or disability of vulnerable people and to promote, organise and facilitate the cooperation and partnership working between third sector, statutory and other relevant bodies in the achievement of the purposes within the area of benefit including Cambridgeshire, Essex, Norfolk and Suffolk.

In shaping our objectives for the future and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit. The trustees also carefully consider the accessibility of its services for those on low incomes. Ace(Anglia) Limited receives money mainly from grants. Ace will charge an organisation a fee to cover the costs of some of the work we do, such as our easy-to-read translation service.

All advocacy services at Ace Anglia Limited are free at the point of contact, and people with learning disabilities are not charged.

Achievements and performance

The Charity's Vision

Our vision is for a world where everyone has their voice heard so that people live good lives as part of their community with the right support at the right time from the right people. The charity's aims during the year have continued to be:

- To support people to have a powerful and effective voice.
- To support people to be in control of their lives and in control of the support they get.
- Providing an independent forum for people to get their views heard and to be involved in the local authority, health and other agency planning processes affecting their lives.
- To support people to speak up and make decisions in all areas of their life.

Suffolk is a rural county, and travelling less cuts our organisation's carbon footprint. The whole team continues to adjust and find alternative ways of working with people with learning disabilities and autism.

This year we continued to work on the implementation of the Suffolk Joint learning Disability Strategy.

Andrea Clark (CEO) and Kathryn Murray (HR and Operations Director) continue to work to implement and update the Paradigm recommendations. The following list outlines some of these achievements alongside new ideas from our staff and management team.

Recruitment and Staff Retention

We continue to review our current systems in co-production with the staff team and self-advocates.

We use an accessible application pack that supports people in sustainable employment.

Host two staff away days per year and an Annual salary review.

The Westfield Health cashback/ benefits scheme is offered to all staff.

An improved and updated online document that explains who does what at Ace.

Share internal documents on our internal project management platform (basecamp) and our online HR platform. (breathe HR)

Training and performance management

Staff have regular meetings with team leaders.

Team leaders report to HR/CEO at management team meetings.

All staff have a training log so that training is recorded.

Staff consulted on their personal strengths and weaknesses.

Staff complete quarterly appraisals online.

All staff have an end-of-year 1-1 meeting.

Supported employment

Ace employs people with learning disabilities and/or autistic people on permanent contracts. Where possible, all our employment documents are translated into easy-to-read documents. We employ two part-time people to support the peer educators during their employment. These roles have been critical to the scheme's success.

We currently employ 14 peer educators and one expert with experience as a project worker in our supported employment scheme. They are employed to deliver a mixture of Annual Health Check workshops, Oliver McGowan and other health-related projects. However, the scheme aims to offer people the opportunity to gain valuable and transferrable skills that will, ultimately, enable them to leave Ace and gain further employment elsewhere. Therefore, in addition to delivering project work, they are supported each month to develop and learn new skills, such as teamwork, confidence building, organisation, independent travel, and presentation skills.

Business development

Regular meetings with trustees and accountants to monitor our reserves.

Invest in IT and new systems to support our teams, such as Ace Website, laptops and mobile phones

Invest in new equipment for the design department, including software, video, and cameras.

Promote ACE as an advocacy leader.

Share good practices with partner organisations locally, regionally, and nationally.

Developed films and accessible documents that promote the organisation and give people high-quality information.

Increase our social media presence.

Self-Advocacy - Achievements and performance

Ace self-advocacy groups provide an opportunity for self-advocates to meet either in person or online to share and have their voices heard,

Our new Self-Advocacy back-to-basic sessions with Word boards have been very successful. Filming self-advocates feedback has been empowering, and we can provide evidence of how far people have come from session to session.

Using all the features of Basecamp has boosted efficiency and streamlined project communication.

Self-advocates travel from all over Suffolk and are encouraged to be independent travellers, using public transport where possible.

Events

Ace Anglia facilitate and hosts the Suffolk Learning disability partnership Board meetings; we develop content and presentations and support self-advocates to attend: 4

Ace Anglia facilitate and hosts The Suffolk Joint Learning Disability Strategy Focus groups: 13

Events and workshops

Suffolk People First conferences: 4

Self-Advocacy groups:54

Ace Advisory groups:3

Talk Tech Conference

My Voice focus group family carer session external

Delivered Physical Activity and Mental Well-being workshops:23

Coproduction meetings to design accessible information and make a film with the National Trust: 4

Support self-advocates to take part in ten films for Suffolk People First and Learning Disability Strategy Focus Groups

External

Mid Suffolk Disability Forums:4

Headway Conference

Care Group Disability forum

Website Testing Groups with Babergh and Mid Suffolk Council: 2

Meeting with CQC at Suffolk County Council

Regional NHS conference - health inequalities

Addas East Learning Disabilities Network Event

Feedback from people we work with:

Self-Advocate "I think it is fun; I love the ACE Anglia Meetings, The Suffolk People's first meeting in Ipswich. It is very nice to socialise with all the people who are in the group; I always have a great time, and it is good to learn from organisations about different things that are happening in Suffolk.

Wendy Scott, Deputy Director of Nursing SNEE ICB "The ICB values working with ACE. They support the ICB in engaging with people our communities to coproduce services or to hear experiences. ACE is integral in the SNEE ICB for improving the health outcomes of people in our communities, either through the My Health Focus Group, the Oliver McGowan Mandatory Training or the peer educators, to name a few. They are a partner in every sense and a joy to work alongside"

Lucy Humphrey, Managing Director, Leading Lives "Leading Lives and Ace have a great working relationship; Ace's work is integral to providers hearing the voice of people who use services as well as enabling self-advocates to be confident to share their views. At the recent Suffolk Learning Disability Strategy Meeting it was great to see Ace creating a safe environment for people to share their experiences of social care support and for people to be confident to offer ideas and solutions to the local authority.

Health Department Workshops meetings and events.

Annual health check workshops: 41

East of England NHS Co-production meetings: 4

Health Focus Group meetings: 4

Health and wellbeing events: 28

Health and wellbeing meetings: 8

Oliver McGowan Webinars: 51

Tier-2 Oliver McGowan Training sessions: 14

Social Prescriber training sessions: 4

Health Focus Groups: 6

Projects overview

Social Prescriber Project

The Suffolk and North-East Essex Integrated Care Board (ICB) funded this project. It was developed in collaboration with Social Prescribers, individuals with lived experience of a learning disability and/or Autism, and health professionals. The project's main goal was to provide Social Prescribers with the knowledge and skills to support individuals with learning disabilities and Autism. 147 social prescribers and some care coordinators from GP practices participated in the project, and the training was led and delivered by peer educators who brought their expertise and personal experiences to the sessions.

Screen your way to good health:

This year, we worked in co-production with Norfolk and Suffolk NHS Foundation Trust Primary Care Learning Disability Liaison Nurses, Suffolk and North-East Essex ICB, Suffolk GP Federation, and people with lived experience of learning disabilities and/or autistic people. We co-produced five Easy Read and plain English documents to help people understand the five main areas of screening and where to go for support: Abdominal Aortic Screening, Cervical Screening, Bowel Screening, Diabetic Eye Screening and Breast Screening. We have worked with the film department at Ace Anglia and health professionals to film people talking about their personal experiences.

Menopause film co-production with Suffolk Libraries

Peer educators worked with the film department at Ace and Suffolk Libraries to make and feature in a film about menopause.

LD Friendly GP Practices

This project aims to support GP practices in Suffolk in improving the access to and quality of learning disability annual health checks and highlighting areas for improvement. Peer Educators and Primary Care Learning Disability Liaison Nurses visited three GP surgeries across Suffolk to access their service for people with learning disabilities. The successful Learning Disability-Friendly practices will receive a Kitemark award.

Healthy Hearts Together

The Healthy Hearts Together collaboration project aims to improve lipid management for people with learning disabilities and those living with severe mental health illnesses who are at a high risk of cardiovascular disease.

No Barriers Here Pilot Project

We worked with St. Elizabeth Hospice to facilitate three **No Barriers Here** sessions, which were piloted with a group of six people. The sessions aim to help people think about their advanced care lan and address health inequalities in the care and choices that different groups receive. The workshops use art to facilitate discussion of difficult subjects.

My Health Focus Group

The My Health Focus Groups are for anyone interested in the Suffolk Joint Learning Disability Strategy. This could include people with learning disabilities, autistic people, families and carers, provider organisations, members of the public, key organisations, and businesses. The health team has presented agenda items at four sessions this year.

NHS East of England Regional Co-Production Group

The group brings together six areas of the East of England, Bedfordshire, Cambridgeshire, Essex, Hertfordshire, Norfolk and Suffolk. This has enabled the sharing of information and ideas and discussing topics across the region. The meeting's stories, comments and experiences were fed to the Health and Inequalities Improvement Board. This group is for people with a learning disability, autistic people, parent carers, self-advocacy groups, and parent carer groups. It supports good co-production and working together.

Women's Health Survey

Suffolk and North-East Essex Integrated Care board asked for input to ensure their local women's health care offer is accessible and improves the health of all who use women's services in Suffolk and north-east Essex. The information gathered will help design the local women's healthcare offer. Ace Anglia's design team created an easy-read version of the survey in March 2024. The health team promoted the surveys at annual health check workshops and events and supported people in completing and sending their surveys.

Health and Wellbeing meetings:

These meetings are held face-to-face or online via Zoom, and they directly speak to people with learning disabilities and autistic people and their support. They offer a unique chance to ask a Primary Care Learning Disability Liaison nurse questions on health and wellbeing whilst being able to learn from and listen to their peers' experiences.

Annual health check workshops:

Our learning disability annual health check workshops continue to provide people with important and useful information about preparing for and attending and what happens after the annual health check. This year, we arranged to visit carer and family groups around Suffolk. We travelled on the Be Well Bus with a Peer Educator, and it has been beneficial to reach people with learning disabilities who may live more rurally and speak to many people in the main towns.

Oliver McGowan Training

This year, Ace Anglia employed and trained 5 new trios to become approved trainers and deliver Oliver McGowan Learning Disability and Autism training. They deliver Tier 1 and Tier 2 training. We have received exceptionally good feedback from the webinars that have been delivered. The whole team meets monthly to share best practices, discuss what is working well and what is not, and keep everyone updated about changes.

Partnership working

This year, SUMMIT, which provides a voice for vulnerable people across the county of Essex, visited us at our office. We supported them on various aspects of the Oliver McGowan training, and the Experts with Lived Experience from both organisations could ask questions and share what was working well and ways of working that could make it even better for both organisations.

What people say about the health team at Ace Anglia.

Peer educators: "For the last six years, I have been working as a Primary Learning Disabilities Liaison Nurse in East Suffolk, and I've been in the privileged position to work very closely with the Peer Educators and Ace Anglia. The Peer Educators have led countless workshops for people with Learning Disabilities and Autism/Family members/Support Staff in a wide variety of settings about the importance of attending Annual Health Checks and this has played a huge part in exceeding national targets and the feedback they provide to us following these Workshops help shape the training we provide in Primary Care. The Peer Educators are heavily involved in many other projects, notably "Screen Your Way To Good Health", a local initiative that we are confident will increase the uptake of screening for people with Learning Disabilities and Autism in Suffolk and I particularly value the accessible information/bitesize videos they regularly produce regarding Health. The Peer Educators are an amazing team that are making a big difference in reducing health inequalities for people with Learning Disabilities and Autism". **Primary Care Learning Disability Liaison Nurse (February 2024)**

"The Suffolk and North East Essex Integrated Care Board have commissioned ACE Anglia for a number of years to support people to be employed as peer educators in order to help the delivery of specific health projects. This has enabled the peer educators to develop their skills and knowledge to live more independent lives and be in control of their own health. The peer educators have grown in confidence and talk directly to people with learning disabilities, their families, carers and professionals. The SNEE ICB are very proud of the peer educators and what they have achieved." **Alison Sadler, Learning Disabilities and Autism Transformation Programme Manager and LeDeR Local Area Contact at Suffolk and North East Essex ICB (February 2024)**

Annual health check workshop"We wanted to thank Daisy and Jemma for their amazing annual health check presentation and question and answer section afterwards. As always, our drop-in is very relaxed, but everyone enjoyed this. We had two new carers in that again did not know what their young person should be receiving during their Annual Health Check. ACE will always be welcome to give more presentations to us. I will forward on our new dates for 2024 once I have them. Please thank Daisy and Gemma again. Thank you to all the ACE team for helping us support carers and cared for." **Wots Up Group Carer's Drop-In (October 2023)**

Oliver McGowan Training

"Thank you for a really interesting and informative session. It's very useful to understand how you feel and why it is important to recognise everyone's needs. I would definitely recommend your training"

"It was really helpful thank you for delivering a very powerful and informative session."

"Thanks so much for today's Webinar. You, Nick and Matt were great. It was great to be able to listen to people's own experiences instead of the usual just reading." **Oliver McGowan Webinars (March 2024)**

Suffolk Advocacy Service

Pohwer is the lead provider of the service. Ace is the sole/lead provider for the children's advocacy component within the contract.

Ace is a member of the Suffolk Information Partnership.

In addition to children's advocacy, Ace delivered IMCA, IMHA, Care Act, Community Advocacy, and NHS complaints. advocacy for adults.

Ace specialises in advocacy for people with a learning disability, so a large percentage of our cases are working with adults with a learning disability whose child has been placed on a child protection plan. The Advocate's role is to support them through a complex process with social services and ensure their voice is heard.

Ace has three full-time Advocates, two who work four days and one part-time Advocate.

The majority of case activity time for children has been face-to-face. C&YP Child Protection meetings have returned to venues, although Child in Care and Core group meetings remain hybrid.

We are currently supporting C&YP in:

Child in Care reviews -

Child protection -

Challenging school placements/lack of school placement

EHCP meetings

Understanding the transition post education (care leavers) Complaints about Transition.

Complaints about lack of funding from ACS

One-to-one advocacy for youngsters in children's homes - issues with contact/education, referrals for an Independent Visitor.

The advocates made bimonthly visits to each of the six local authority children's homes in Suffolk.

Care leavers going through child protection with their children. Looked after children.

Coproduction

Consulted with children and young people on the draft advocacy feedback form.

Involved in making the children's advocacy film to promote the Suffolk Advocacy service.

We regularly attend each of the online CYP co-production network meetings.

Additional Activity/ promotion of the service

Foster Carer Support Groups

Wellbeing Roadshows 2023

Regular Ace advocates meetings with guest presenters.

Promoting the Suffolk Advocacy Service:34 events

Training

Nineteen training sessions, including peer advocacy with other advocates from different organisations.

The number of people reached:

The advocates have achieved the contracted advocacy delivery hours for the year.

The team has exceeded the benchmark average of total advocacy cases.

Positive feedback

Advocacy partner. "They have been great and patient and explained things in a way I could understand. They listened to me moaning, shouting and crying and didn't give any judgment towards me (I hope you can understand what I'm saying, haha). I would definitely use and recommend you to anyone who needs help."

Advocacy partner. "Without such input, in what is frequently a challenging system I really don't know where I'd be. It's so refreshing that my advocate takes such pride in the work when many don't. My advocate is an asset to you, and I thank God this advocate got allocated to my case. A real blessing."

Advocacy partner. "Thank you so much; your kindness has me in tears a lot. I have never had many people kind to me, and it takes some getting used to.

You are so kind and patient."

Looking forward

The CLEAR 2 recording system will change in May, and the advocates will be using the new CLEAR 3 system. We are confident that this will be an improvement, as it includes new accessibility settings.

Advocates are attending The Dementia Marketplace event.

Digital content videography / photography

Activity

Newsletter for events and posts

Refresh the Suffolk ordinary lives website

Connections with new organisations such as National Trust and St Elizabeth Hospice

More reach on social media

Networking and connecting with professionals from other organisations for example comms teams.

Focus groups digital content.

Certificate in Accessible information

Videos:

My menopause video

Ickworth House

Children and Young People advocacy video

Ten health videos of the year:

Top tips for making a GP appointment

Managing weight

What is an expert with experience

Learning disability annual health check questionnaire x 3

Learning disability annual health check workshop promotional film

Hospital passports

Flu vaccination

Hilda's hospital experience

The number of people reached on Social media:

Facebook:

Reach 27.6K - 40.5%

Facebook visits: 9.6K - 52.2%

Followers: Facebook follows 156 - 83.5%

Content interactions 3.1K - 22.3%

Followers Lifetime 980

Link clicks 415 - 11.6%

Instagram:

Reach 928 - 103.5%

Visits 297 - 11.2%

Instagram follows 61

Ace website:

Users 7.5K, New users 11K

Suffolk Ordinary Lives website:

Views 27K, Event count 63K

Positive feedback Positive feedback

"Oh my goodness, that's incredible. It brought tears to my eyes. Thanks again, ACE Anglia; you are definitely ACE!" **Wendy Burt, Essex Carers Network**

"I loved that this had such an uplifting end, It left me feeling positive. I've watched it twice already." **Nicole Smith, Suffolk Libraries**

"Working with ACE Anglia was an absolute pleasure and has made a substantial difference to our inclusive practices at Ickworth Estate, National Trust. Rarely have I worked with a group of people so genuine, invested and flexible. Thanks to their insight and skills, we now have a superb easy read guide and accompanying video but the impact of ACE Anglia's thoughts and reflections will be felt in many other areas for a long while to come. It's been a pleasure to work with you all; if there's ever anything I can do for Ace at all, please let me know." **Adrian Shepherd, National Trust**

Accessible Information Department Activity

Ace Anglia Project work

Accessible Information Design Services Booklet

Social Prescribers Training Presentations

Easy Read Leaflets

Annual Health Check resources:

Posters

Awards and certificates

Accessible presentations for conferences and meetings:

Accessible recruitment and employment pack

External projects:

Ickworth House Easy Read

Health Maternity Banner

Housing Guide with Learning Disability England

NHS Demographic Monitoring Form

Suffolk Library Consultation

Suffolk Cost of Living

Disability Action Plan Consultation Presentation

North East London LeDeR Report

Suffolk and North East Essex LeDeR Report

Queen Elizabeth's Hospital Annual Reports

NHS England Patient and Public Voices Surveys

National Voices Primary Care Communications Report 2023

Norfolk and Waveney Mental Health Survey

Travel Training leaflets

NHS England: Looking after yourself at home - heart failure

Suffolk Devolution Survey

Positive feedback x3:

"The Ace Anglia team were wonderful to work with to design the easy read version of our recent report on how primary care services can better support people with diverse communication needs. They were brilliant in consolidating and refining the key information in our report, and were a slick and professional team to work alongside. We would recommend them to others" **Sarah Sweeney, National Voices**

"I would like to take this opportunity to say 'a huge THANK YOU to you and your team' for all the good work! Again, thanks to you for your good leadership skills and timely responses- we are within the set timeframe- Well done!" **Beatrice Kivengea, NHS North East London ICB**

"Learning Disability England worked with the team on an online guide that required thoughtful Easy Read and plain English Accessible Information. The team were thorough, responsive and patient with us as plans changed. The quality of the work is great." **Sam Clark, Learning Disability England.**

Financial review

The statement of financial activities reflects operational activity for the year ended 31 March 2024.

Income from donations and legacies decreased in the year to £347,084 (2023: £288,191) however there was an overall increase in total income which amounted to £560,458 (2023: £511,824). Expenditure on charitable activities during the year totalled £698,224 (2023: £584,653). The net movement on unrestricted funds amounted to a deficit of £137,766 (2023: £72,829) as at the year end date.

Principal funding sources

The principal funding source for the charity for the year was the grants received from Suffolk County Council and income from Powher-Suffolk Advocacy service. We were also funded by various health bodies, IESCCG, WSCCG, NHS England and we have had opportunities for project work with LO England and Public Health Suffolk.

We have increased our design revenue by included digital content and film and audio whilst continuing to develop Accessible Information resources for local and national agencies.

Reserves policy

The trustees' policy is to maintain adequate reserves for the following purposes:

- To enable the charity to fulfill statutory and legal obligations to employees and others;
- To provide a contingency fund to meet unforeseen falls in income or increases in expenditure;
- To allow for the orderly wind up of the charity if required.

Based on this policy, the trustees aim to maintain reserves equivalent to three to six months' expenditure, which would amount to between £174,556 to £349,112 (2023: £292,327 when the policy was to hold at least 6 months reserves). Against a background of considerable change in the provision and funding of care the trustees have released resources from reserves to fulfil our objects while maintaining reserves above this level, and on 31 March 2024, the charity's free reserves amount to £191,526 (2023: £328,302).

The trustees plan to utilise reserves to support the charity's sustainability, invest in project development and co-production capacity, increase staff resilience, and update its IT resources.

Plans for future periods

Going forward

Ace will continue to implement and update the paradigm recommendations.

Strengthen its supported employment offer.

Support the Learning Disability Strategy for Suffolk

Develop and strengthen the Learning Disability Strategy Focus Groups

Look for sustainable funding options for Ace.

Support people have a voice.

Work in co-production.

Produce high-quality accessible information.

Produce high quality film and media.

Employ more people with learning disabilities.

Support and strengthen the staff team

Strengthen its trustee board and Advisory group

Explore opportunities for Ace to work in partnership locally, regionally and nationally

Continue to explore new digital opportunities, including AI.

Work in coproduction with Powher and its partner organisations to secure ongoing formal advocacy contracts.

Structure, governance and management

Governing document and principal activities

ACE (Anglia) Limited is a registered charity and a company limited by guarantee. The charitable company was incorporated on 8 March 2013 (number 08436073) and became a registered charity number (number 1153773) on 12 September 2013. The company was established under a Memorandum of Association, which sets out its objects and powers and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

The charitable company took over the activities of the previous unincorporated charity, registered number 1021800, which had been operational as a registered charity since 1993.

Recruitment and appointment to the board of trustees

The company's directors are also charity trustees for charity law. Under the Memorandum and Articles of Association, members may appoint a trustee at any general meeting. The trustees may also appoint a person willing to act as a trustee, but they must be re-appointed by the members at the next annual general meeting. One-third of the trustees retire in rotation but are eligible for re-election.

The current trustees are shown in these accounts' reference and administrative details. Trustees are invited to serve for at least four years, and new trustees may be co-opted.

Further trustees may be appointed at any time, at their discretion, in accordance with the charity's recruitment policy.

Trustee induction and training

The current trustees are familiar with the charity's work. New trustees meet with the Chair and CEO to familiarise themselves with the charity and the context within which it operates. Each trustee is given a specific oversight responsibility to an area of the charity's work. The meeting would cover:

The obligations of being a trustee.

An overview of the services which the charity provides.

The main documents that set out the operational framework for the charity include the constitution. The financial position as set out in the latest published accounts.

Future plans and objectives.

Organisational structure

The charity is governed by the trustees, who meet at least four times a year and are responsible for its strategic direction and policy.

The advisory group is made up of experts by experience. This strong team of self-advocates looks at what people with teaming disabilities are telling us in our groups, conferences and consultations. They feed this information to the board of trustees and work with them and the staff team to coproduce a plan for the organisation's future work

The charity employs a Chief Executive responsible for the day-to-day provision of services, ensuring that project objectives are met, and managing the staff team of peer educators and trainers, designers, project workers, advocates, administrative staff, and volunteers. This is achieved with the support of the HR and Operation director and project leads.

Risk management

The trustees have reviewed the financial and operating risks pertaining to the charity and identified key risks to the charity. Policies and procedures are in place to mitigate the risks identified. The board reviews and re-appraises risk on an on-going basis.

Independent examiner reappointment

A resolution to appoint L Thurston of Lovewell Blake LLP as independent examiner will be proposed at the next trustees meeting.

Small company provisions

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

The trustees' annual report was approved on 8/10/2024. and signed on behalf of the board of trustees by:

P Robbins
Trustee

Ace (Anglia) Limited

Company Limited by Guarantee

Independent examiner's report to the trustees of Ace (Anglia) Limited

Year ended 31 March 2024

I report to the charity trustees on my examination of the financial statements of the company for the year ended 31 March 2024 which comprise the statement of financial activities (including income and expenditure account), balance sheet, statement of cash flows and the related notes.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements 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 company's financial statements 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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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 that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or

2. the financial statements do not accord with those records; or

3. the financial statements 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 financial statements 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.

L Thurston 17/10/24

L Thurston FCCA
Independent Examiner

Lovewell Blake LLP
Chartered accountants
First Floor Suite
2 Hillside Business Park
Bury St Edmunds
IP32 7EA

Ace (Anglia) Limited

Company Limited by Guarantee

Statement of financial activities (including income and expenditure account)

Year ended 31 March 2024

	Note	2024 Unrestricted funds £	2024 Total funds £	2023 Total funds £
Income and endowments				
Donations and legacies	5	347,084	347,084	288,191
Charitable activities	6	212,266	212,266	223,102
Investment income		1,108	1,108	531
Total income		560,458	560,458	511,824
Expenditure				
Charitable activities	7	698,224	698,224	584,653
Total expenditure		698,224	698,224	584,653
Net expenditure and net movement in funds		(137,766)	(137,766)	(72,829)
Reconciliation of funds				
Total funds brought forward		438,717	438,717	511,546
Total funds carried forward		300,951	300,951	438,717

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

Ace (Anglia) Limited

Company Limited by Guarantee

Balance sheet

31 March 2024

	Note	2024 £	2024 £	2023 £	2023 £
Fixed assets					
Tangible fixed assets	10		17,047		18,297
Current assets					
Debtors	11	61,020		115,344	
Cash at bank and in hand		236,939		318,845	
		297,959		434,189	
Creditors: Amounts falling due within one year	12	(14,055)		(13,769)	
Net current assets			283,904		420,420
Total assets less current liabilities			300,951		438,717
Net assets			300,951		438,717
Funds of the charity					
Unrestricted funds			300,951		438,717
Total charity funds	14		300,951		438,717

For the year ending 31 March 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 8/10/2024, and are signed on behalf of the board by:

P Robbins
Trustee

Company registration number: 08436073

Ace (Anglia) Limited

Company Limited by Guarantee

Statement of cash flows

Year ended 31 March 2024

	2024 £	2023 £
Cash flows from operating activities		
Net expenditure	(137,766)	(72,829)
Adjustments for:		
Depreciation of tangible fixed assets	7,406	5,771
Other interest receivable and similar income	(1,108)	(531)
Accrued (income)/expenses	(396)	804
Changes in:		
Trade and other debtors	54,324	(75,058)
Trade and other creditors	682	(2,866)
Cash generated from operations	(76,858)	(144,709)
Interest received	1,108	531
Net cash used in operating activities	(75,750)	(144,178)
Cash flows from investing activities		
Purchase of tangible assets	(6,156)	(13,925)
Net cash used in investing activities	(6,156)	(13,925)
Net decrease in cash and cash equivalents	(81,906)	(158,103)
Cash and cash equivalents at beginning of year	318,845	476,948
Cash and cash equivalents at end of year	236,939	318,845

The notes on pages 24 to 31 form part of these financial statements.

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Red Gables, Ipswich Road, Stowmarket, Suffolk, IP14 1BE.

2. Statement of compliance

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

3. Accounting policies

Basis of preparation

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

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

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Fund accounting

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

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

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

Income

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

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

3. **Accounting policies** *(continued)*

Income *(continued)*

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

Expenditure

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

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

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

Operating leases

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

Tangible assets

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

Depreciation

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

Office equipment	-	25% straight line

3. Accounting policies *(continued)*

Financial instruments

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

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

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

4. Limited by guarantee

The charity is a company limited by guarantee and does not have share capital. Every member of the charity undertakes to contribute such amounts, not exceeding £10 as may be required in the event of a winding up.

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2024**
Grants			
Suffolk County Council	149,000	–	149,000
NHS Ipswich & East Suffolk CCG	192,532	–	192,532
Other Grants	5,552	–	5,552
	347,084	–	347,084

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2023**
Grants			
Suffolk County Council	187,320	–	187,320
NHS Ipswich & East Suffolk CCG	68,575	–	68,575
NHS England & NHS Improvements	16,175	–	16,175
Essex County Council	11,200	–	11,200
Other Grants	4,921	–	4,921
	288,191	–	288,191

6. Charitable activities

	Unrestricted Funds	**Total Funds 2024**	Unrestricted Funds	Total Funds 2023
	£	**£**	£	£
Advocacy and other services	212,266	212,266	223,102	223,102

7. Expenditure on charitable activities

	Unrestricted Funds	**Total Funds 2024**	Unrestricted Funds	Total Funds 2023
	£	**£**	£	£
Staff costs	587,544	587,544	468,200	468,200
Staff travel expenses	17,611	17,611	9,334	9,334
Staff and advocate training	3,600	3,600	3,909	3,909
Staff recruitment	4,122	4,122	3,169	3,169
Transport costs	1,713	1,713	1,646	1,646
Finance charges	1,919	1,919	2,214	2,214
Venue hire	3,975	3,975	3,161	3,161
Professional fees	2,060	2,060	14,213	14,213
Support costs	75,680	75,680	78,807	78,807
	698,224	698,224	584,653	584,653

Analysis of support costs

	2024	2023
	£	£
Rent	14,124	13,065
Telephone	9,107	6,530
Postage and stationery	2,935	2,472
Insurance	3,562	2,581
Computer costs	29,972	37,474
Sundry expenses	4,772	7,536
Depreciation	7,406	5,771
Independent examination fee	2,724	3,378
Bad debt write off	1,078	–
	75,680	78,807

8. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2024 £	2023 £
Wages and salaries	529,266	417,245
Social security costs	42,355	39,815
Pension costs	10,799	9,284
Other employee benefits	5,124	1,856
	587,544	468,200

The average head count of employees during the year was 29 (2023: 23).

No employee received employee benefits of more than £60,000 during the year (2023: Nil).

Key management personnel

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation including employer pension contributions paid to key management personnel for services provided to the charity was £59,503 (2023: £55,472).

9. Trustee remuneration and expenses

No trustee received any remuneration during the year (2023: £Nil). No trustee was reimbursed expenses during the year (2023: £Nil).

10. Tangible fixed assets

	Office equipment £
Cost	
At 1 April 2023	51,385
Additions	6,156
At 31 March 2024	57,541
Depreciation	
At 1 April 2023	33,088
Charge for the year	7,406
At 31 March 2024	40,494
Carrying amount	
At 31 March 2024	17,047
At 31 March 2023	18,297

11. Debtors

	2024	2023
	£	£
Trade debtors	49,754	105,826
Prepayments and accrued income	11,266	9,518
	61,020	115,344

12. Creditors: Amounts falling due within one year

	2024	2023
	£	£
Trade creditors	917	1,314
Accruals and deferred income	2,442	2,838
Social security and other taxes	10,696	9,617
	14,055	13,769

13. Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to the defined contribution plans was £10,799 (2023: £9,284).

14. Analysis of charitable funds

Year ended 31 March 2024

General funds

	At 1 April 2023	Income	Expenditure	Transfers	At 31 March 2024
	£	£	£	£	£
General Funds	328,302	561,448	(698,224)	–	191,526

Designated funds

	At 1 April 2023	Income	Expenditure	Transfers	At 31 March 2024
	£	£	£	£	£
Contingency Funds	70,525	–	–	–	70,525
Big Messages	9,090	–	–	–	9,090
Accessible Information	30,800	(990)	–	–	29,810
	110,415	(990)	–	–	109,425
Total funds	438,717	560,458	(698,224)	–	300,951

Year ended 31 March 2023

General funds

	At 1 April 2022	Income	Expenditure	Transfers	At 31 March 2023
	£	£	£	£	£
General Funds	401,261	501,764	(574,723)	–	328,302

Designated funds

	At 1 April 2022	Income	Expenditure	Transfers	At 31 March 2023
	£	£	£	£	£
Contingency Funds	70,525	–	–	–	70,525
Big Messages	9,090	–	–	–	9,090
Accessible Information	30,670	10,060	(9,930)	–	30,800
	110,285	10,060	(9,930)	–	110,415
Total funds	511,546	511,824	(584,653)	–	438,717

Purposes of designated funds:

Contingency Funds - this fund represents amounts set aside in a separate bank account, adopted as a formal designated fund under a previous annual review. The fund aims to cover contingency expenses such as redundancy and wages should the charity need to cover such costs for closure or winding up. The designated fund is reviewed periodically.

Big Messages – income designated to promote SCC services for people with learning disabilities.

Accessible Information – production of accessible information conforming to the accessible information standards.

15. Analysis of net assets between funds

As at 31 March 2024

	Unrestricted Funds	Restricted Funds	Total Funds 2024
	£	£	£
Tangible fixed assets	17,047	–	17,047
Current assets	283,904	–	283,904
Net Assets	300,951	–	300,951

As at 31 March 2023

	Unrestricted Funds	Restricted Funds	Total Funds 2023
	£	£	£
Tangible fixed assets	18,297	–	18,297
Current assets	420,420	–	420,420
Net Assets	438,717	–	438,717

16. Analysis of changes in net debt

	At 1 Apr 2023	Cash flows	At 31 Mar 2024
	£	£	£
Cash at bank and in hand	318,845	(81,906)	236,939

17. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2024	2023
	£	£
Not later than 1 year	1,440	1,440
Later than 1 year and not later than 5 years	–	1,440
	1,440	2,880

18. Related parties

The Charity made payments in respect of related party transactions to Thinklusive amounting to £Nil (2023: £1,680) which M Clark operates as a sole trader. M Clark is the son of A Clark who is a key management personnel of the Charity.

The Charity also made payments in respect of transactions amounting to £25,248 (2023: £29,667) to I Akers who is also a close relation to A Clark.

These transactions were made on normal commercial terms. The Charity had no other related party transactions in this or the prior year.

ACE (ANGLIA) LIMITED

England & Wales - Charity number 1153773

Accounts

COMPANY REGISTRATION NUMBER: 08436073

CHARITY REGISTRATION NUMBER: 1153773

Ace (Anglia) Limited

Company Limited by Guarantee

Unaudited financial statements

31 March 2023

Ace (Anglia) Limited

Company Limited by Guarantee

Financial statements

Year ended 31 March 2023

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Ace (Anglia) Limited

Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report)

Year ended 31 March 2023

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 and 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 published in October 2019.

Reference and administrative details

Registered charity name	Ace (Anglia) Limited
Charity registration number	1153773
Company registration number	08436073
Principal office and registered office	Red Gables Ipswich Road Stowmarket Suffolk IP14 1BE

The trustees

The trustees who served during the year and at the date of approval were as follows:

K Chate
J Evans (Appointed 14/02/2023)
S Horsfield (Appointed 14/02/2023)
P Robbins
M Crawley (Resigned 14/02/2023)

Ace Anglia Advisory Group

H Turner - President
M Conquer
J Edwards
S Largent
A Lennon
M Rolfe

Staff Team

A Clark - CEO
D Ainsley - Self Advocacy and Coproduction Co-ordinator
I Akers - Digital Conent Designer
A Berrington - Managing Advocate
N Betts - Health Project Co-ordinator
S Burton - Health Project Co-ordinator
J Chew - Co-production Project Lead/ Advocate
C Couchman - Advocate
D Driver - Peer Educator Project Lead
E Edwards-Hill - Self Advocacy and Coproduction Project Worker
D Hill - Accessible Information Design Lead
A Irons - Advocate
K Irons - Health Project Worker
K Murray - HR and Operations Director
C Sparkman - Advocate
T Stevens - Accounts and Office Administrator
B Warren - Advocate

Experts with experience/Peer Educators

S Angell
S Bull
M Conquer
M Chittenden
J Debenham
I Dunstan
S Largent
H Lucas
J Mayo
R Saunders
O Terence-Smith
E Eno- Daynes

Bankers

CAF Bank Ltd
25 Kings Hill Avenue
King Hill
West Malling
Kent
ME19 4JQ

Scottish Widows PLC
PO Box 883
Leeds
LS1 9TY

Independent examiner

L Thurston FCCA
Lovewell Blake LLP
Chartered accountants

First Floor Suite
2 Hillside Business Park
Bury St Edmunds
IP32 7EA

Objectives and activities

The charity's objects are to provide assistance, advice, representation and services which will directly relieve the need or disability of vulnerable people and to promote, organise and facilitate the co-operation and partnership working between third sector, statutory and other relevant bodies in the achievement of the purposes within the area of benefit including Cambridgeshire, Essex, Norfolk and Suffolk.

In shaping our objectives for the future and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit. The trustees give careful consideration to the accessibility of its services for those on low incomes. The money Ace (Anglia) Limited receives is mainly from grants. Ace will charge a fee to an organisation to cover the costs of some of the work we do. For example, our easy read translation service. All the advocacy services at Ace Anglia Limited are free at the point of contact. No charge is made for people with learning disabilities.

Achievements and performance

The Charity's Vision

Our vision is for a world where everyone has their voice heard so that people live good lives as part of their community with the right support, at the right time from the right people.

The charity's aims during the year have continued to be:

- To support people to have a powerful and effective voice.
- To support people to be in control of their lives and in control of the support they get.
- Providing an independent forum for people to get their views heard and to be involved in the local authority, health and other agency planning processes affecting their lives.
- To support people to speak up and make decisions in all areas of their life.

As Suffolk is a rural county, travelling less cuts our organisations carbon footprint. The whole team continue to make adjustments and find alternative ways of working with people with a learning disability and autism.

This year we continued to work on the implementation of the Suffolk Joint learning Disability Strategy.

Andrea Clark (CEO) and Kathryn Murray (HR and Operations Director) worked together to implement the Paradigm recommendations commissioned in the previous year. The following list outlines some of these achievements alongside new ideas from our staff and management team.

Recruitment and Staff Retention

Reviewed our current systems in co-production with the staff team and self-advocates. We explored new ideas e.g., video application or voice recorded applications.

Designed a new and accessible application pack which is ongoing to support people to sustainable employment.

Employed 12 people with learning disabilities and autistic people.

Employed 2 people to support the new posts.

Invested in staff away days.

Implemented a yearly salary review.

Introduced the Westfield Health cashback/ benefits scheme for all staff.

Developed an online document that explains who does what at Ace this is shared with staff on our internal project management platform (basecamp) and on our online HR platform. (breathe HR)

Training and performance management

Staff have regular meetings with team leaders and HR/CEO

Staff have team meetings.

All staff have a training log so that training is recorded.

Staff consulted on their personal strengths and weaknesses.

Staff complete quarterly appraisals online.

All staff have an end of year 1-1 meeting.

Worked with trustees and accountants to set a plan to reduce reserves.

The areas we concentrated on were:

Strengthen our staff team.

Design a new website to increase activity letting people know what the organisation does raise profile.

Reinstated an additional office space in Red Gables and refurbish both offices.

Invest in IT and new systems.

Invest in new equipment for the design department, including software, video, and cameras.

Promote ACE as an advocacy leader

Shared good practice with partner organisations locally regionally and nationally.

Developed films and accessible documents to promote the organisation and to give people the information they need.

Increase our social media presence.

Self-Advocacy - Achievements and performance

Suffolk People First 4 conferences

These events are conference style with speakers, films, presentations tabletop activities and information tables from partner organisations. We aim to base the main topic around the focus groups in the Suffolk Joint Learning Disability Strategy which are:

- My life
- My health
- My home
- My voice

They provide an opportunity for self- advocates families, carers and professionals to meet and learn and share information. This is also a social space so people can meet others from around the county.

Self- advocates travel from all over Suffolk and are encouraged to be independent travellers using public transport where possible.

May 2022 was the first live meeting following lockdown it was held at Kesgrave Conference Centre, ACE, Suffolk County Council and Health partners used this meeting to launch the Suffolk Joint Learning Disability Strategy.140 attended this event we had stands, speakers and a chance to celebrate the work we had all managed to do during the pandemic.

September 2022 Kesgrave Conference Centre. Our theme was **Employment** and 75 People attended this event.

December 2022 Kesgrave Conference Centre. Our theme was **Relationships**
65 people attended this event.

March 2023 Kesgrave Conference Centre. Our theme was **Physical and Mental wellness** 90 People attended this event.

Self- advocacy

Following the pandemic, it was difficult for people to go back to business as usual. Self- advocates told us that they were nervous about going out and attending meetings. We had to explore different ways to give people the chance to have a voice.

Evening self- advocacy groups

April 2022 -Feb 2023, we facilitated 28 online Self advocacy groups these were held in the evenings and on weekdays.

Face to Face self- advocacy connect sessions

September 2022 and November 2022, we facilitated 18 face to face Self advocacy connect sessions in Bury St Edmunds, Sudbury, Stowmarket. Felixstowe, Stowmarket, Lowestoft, Ipswich. People were still reluctant to meet in person, so we held these groups in community setting such as cafes.

We asked people how and where they wanted to meet to feel safe again.

Face to Face self-advocacy groups

We used the feedback from the connect sessions to book venues in Lowestoft, Sudbury, Stowmarket, Bury St Edmunds, and Ipswich and then started to hold meetings every month. Attendance was still slow but improved towards the end of the year.

Talk Tech Conference July 2022

Talk Tech is our now yearly conference where we look at the development in technology this was our 4th year. Ace host this event in partnership with the University of Suffolk. On the agenda this year was an Interactive Session with self-advocates, Suffolk Sight presentation, Cassius (Suffolk County Council) Professor Jane Seale joined us online to present her paper "Skills for care resources (How to Support People in a digital world)"

96 people attended this conference, and the presentations were viewed online by 735 people. There were stands from organisations so that people could try equipment for themselves.

Fairer Access to Health and Leisure Project

Funded by Public Health Suffolk. In May 2022 we completed the Fairer Access to the barriers of physical exercise project, This was a Coproduced project with Ace Anglia, Thinkclusive and six sports providers in the community. This pilot project produced accessible resources and films which were shared on the Suffolk Ordinary Lives website social media sites. The information was also shared with the organisations so they could use them in their businesses.

Coproduction

Ace facilitate and support self- advocates to attend the Suffolk Joint Learning Disability Strategy Focus groups:

My Health Focus Group held 5 meetings between April 2022 and March 2023.

- May 27th, Launch at Suffolk People First (live event)
- June 23rd, (online meeting)
- September 22nd (live event)
- December 2nd (online meeting)
- Friday 3rd Feb (live event)

My Home Focus Group held 4 meetings between April 2022 and March 2023.

- May 27th Launch at Suffolk People First (live event)
- June 30th (online meeting)
- October 6th (live event)
- February 8th (Online)

My Life Focus Group held 4 meetings between April 2022 and March 2023.

- May 27th Launch at Suffolk People First (live event)
- July 14th (online meeting)
- November 3rd (live event)
- Feb 23rd (live event)

My Voice Focus Group held 4 meetings between April 2022 and March 2023.

- May 27th Launch at Suffolk People First (live event)
- July 28th (online meeting)
- November 24th (live event)
- March 16th (live event)

Suffolk Learning Disability Partnership Board held 4 meetings between April 2022 and March 2023 (All Online).

- May 17th
- September 20th
- December 13th
- February 7th

National Trust Coproduction Work June 2022 ongoing throughout the year

Norfolk Learning Disability Partnership Board Tender July 2022 (Cross County Co-production).

Partnership working

Supported 2 self-advocates to look through and comment on the tender that had been made to run the Norfolk Learning Disability Partnership Board.

Local Government Association Event

London 13th July 2022. Live event networking stalls and presentations.

Ace Anglia Advisory Group held 4 meetings Between April 2022 and March 2023.

- April 8th (online Meeting)
- 2nd September (live meeting recruitment drive to find new members for Advisory group)
- December 14th
- February 8th

Suffolk Pride

June 18th. As part of Suffolk Pride Ace Anglia supported the event by producing an easy read map of the event and made a film explaining the route. Ace staff joined the parade to help people if they needed anything. Wehad a stall helping people and giving information on the day .

Anglia Ruskin University Research Project Online Abuse

25th and 26th July 2022. Ace supported 6 self-advocates over the course of 2 days to talk to Anglia Ruskin about their personal experiences, online abuse.

Lloyds Bank funding research

17th August 2022. A creative day to work up ideas of how we can include self - advocates in the funding process for Lloyds Bank

All Ages Carers Strategy Action Planning Day January 26th

Health Department Meetings

Learning Disability Annual Health Check workshop projecte

The Peer Educator team has continued to contact and deliver the LD Annual Health Check workshops to people, 14+ with a Learning disability (diagnosis or suspected), family carers, support workers, and health professionals.

The aim of the project is to increase the number of people on the LD register, People feel more confident to go there to check. People know what a good health check is, be more aware of their health and promote the importance of a health check.

Delivery April 2022 - March 2023 we have spoken to a total of 334 individuals at events and presentations and 542 individuals at AHC workshops.

Feedback

"I now feel more confident to go to the Doctors for my Annual Health Check" (Workshop participant).

"I have learnt a lot from the Annual Health Check workshop, and how to support the residence" (Workshop Participant).

"Presenting in front of people calmly and improving my confidence" (Peer Educator).

"Giving out the Annual Health Check workshops and feeling like I have helped people through the information" (Peer Educator).

"Knowing what I'm doing is improving the quality of healthcare" (Peer Educator).

Women's Health Project January 2023 - March 2023

The Women's Health Project was funded by Suffolk County Council, workshops were delivered over three months. 184 women attended the workshops (Including Women with a learning disability, Support and Carers) This project employed three Peer Educators. The workshop themes were co-produced with women with a learning disability and the workshop PowerPoints created by the facilitating organisations, fact sheets and posters were formatted into easy read for accessibility.

The project covered:

- Bowel screening
- Mental health
- Women's sexual health
- Healthy relationships
- Breast Awareness
- Cervical screening
- Periods and menopause

These workshops were led and coproduced with the learning disability Liaison nurses, Wellbeing Suffolk, The Terence Higgins Trust, CoppaFeel!, Suffolk GP Federation and Dr P Ridley.

Ace Anglia also coproduced and delivered a Women's Health information session at Suffolk Family Carers for Parent carers, and Support workers.

Things we found out

We found that there was a lack of understanding of body parts and anatomy and gaps in education around women's health and sex education.

Women with learning disabilities were empowered to share experiences and knowledge and talk about, periods, menopause and wider sexual and reproductive health areas.

Men were also interested and wanted to participate in health workshops around Men's Health.

Feedback

"Thank you for Friday's session on sexual health. It is great to have a safe place to discuss these important issues with our team members. Our group have expressed how much they are enjoying it and how much they look forward to the sessions."

Know your body, know your breasts. (Film Project) in collaboration with ace design departmente

This project was funded by Suffolk Community Foundation, A coproduction film with people with a learning disability and autistic people and the Learning Disability Liaison Nurses. The objective of the film was to bring awareness to the importance of checking your breasts (both men and women) and a 'how to' check. Ace Anglia employed 6 people with a learning disability and/or autistic to participate in this project.

Know your body, know your breasts. (Film Project) continued

The ideas for how the film should be delivered was co-produced with people with a learning disability and/or autistic people staff at Ace Anglia and the learning disability Liaison Nurses.

Over a day of filming with two groups (one for men and one for women), A breast-checking awareness film was created. The Ace Anglia design team edited the film, which is now live on the Ace Anglia website. At the time of April 2023, it has reached over 211 people. The film has also been shared at an Opening Doors event, In LD England's Newsletter and on Suffolk Parent Carer Forums Website.

Peer Educator quality check pilot, Partnership work with SNEE NFST

Initially working in collaboration with three Suffolk Surgeries.

Stowhealth, Unity Health and Haverhill Family Practice

Aim

Encourage and develop Learning Disability friendly practices in Suffolk and create a gold standard award.

How?

Ace Anglia has employed and trained two Peer Educators as quality checkers.

Peer Educators visit the pilot practices, ask set questions at each to quality check the surgery and will work in collaboration with each surgery to find out which.

We are now working on phase two of the project where the surgeries will be developing a feedback form to be shared, to use with patients attending their Annual Health Check, and reviewing documents, to set the criteria for Suffolk practices to achieve the kite mark.

Social Prescribing Partnership work with SNEE NSFT CAB, NHS and Shaw Trust

For the Social Prescriber training project, Ace Anglia co-produced a series of four workshops for Social Prescribers from CAB, NHS and Shaw Trust.

The ideas for the workshops came from a coproduction meeting with the social prescribers asking them what they would like to learn and what resources would be useful. Training workshops include:

Training session 1(28th February): The Difference between learning difficulties and Learning Disabilities, Understanding Autism and Learning Disabilities, working with people with learning disabilities and/or autistic people in your role and communication.

May - June 2023 workshops

Training session 2: 'A Day in the Life' short video with a peer educator. A short film: 'What is important to me? And What are my challenges?' A Question-and-Answer session with Peer Educators and Questions and answers for social prescribers to answer.

Training session 3: The importance of Active listening, effective questions, being non-judgmental, patience and humility, flexibility and trusting your gut. And understanding reasonable adjustments

Session 4: Will focus on What is Advocacy? And how to refer.

Coproduced resources include:

Easy-read appointment cards and an easy-read information leaflet 'Social Prescribing' to share with clients (what to expect at an appointment with a social prescriber)

Training for social prescribers is led by Peer Educators and supported by the Health Project team.

Oliver McGowan - SNEE NHS

The tier one Oliver McGowan Train the Trainer project began in January 2023, the project employs two peer educators. After the initial training for the Ace Anglia trio of trainers, work began on creating the script from the template, with the Peer Educators' experience included and any reasonable adjustments made. As this training was still being created the trio were also a part of the steering group, outlining any challenges or changes they felt would make the training better. The Peer Educators are now ready to record their first one-hour Webinar to an audience. the trio will then deliver one-hour webinars to health professionals who have completed the Oliver McGowan e-learning.

East of England co-production forum

The East of England Co-Production Forum had 27 members from April 2022- April 2023 The group met six times over the year. Ensuring that the pre-meetings, during meetings and post-meetings, were accessible to everyone. Including sending recordings to attendees, Easy read agenda and minutes created by Ace Anglia's design team. At each meeting, the forum would decide on questions to ask the systems. The systems would then respond and using the 'You said/we did' template, the information would then be shared back to the forum. The group shared from across the region, including the success of the pre-health check questionnaire, the Annual health check preparation toolkit, 'Healthy You' accessible workshops, the IAPT pilot of a reasonably adjusted mental health service for people with a learning disability, training for receptionists and the Peer educator Network employment project.

Moving forward for 2023, the forum is putting ideas forward to meet in person, to talk about ways in which to connect with self-advocates and family carer groups from different areas of the region, to create their own identities, decide on what each area in the regions offer would be and what would be needed to make this successful? Suggestions have also included a template "This is what a self-advocacy is, and what good practice looks like" "knowing your individual area" "A space to share ideas together, what could be better?" "Learning new skills, good storytelling, easy read, campaigning and fundraising" and sharing the meeting outcomes with organisations such as Learning Disability England.

Peer Educator Network

The Peer Educator Network now has nine Peer Educators employed by Ace Anglia. The Peer Educators' work includes facilitating the Annual Health Check workshops, being a part of the co-production and delivery of other projects within the health department and Administration days.

Administration days include working on developing new skills for the workplace, writing emails, creating databases, phone calls, working as a team and office "do's and don'ts" and self-care in the workplace.

The development of work skills has enabled some of the Peer Educators to progress into other interests and opportunities outside of the Peer Educator Network. This includes both paid and voluntary work. Building on their CV and increasing future progression.

The Peer Educators also have a uniform to wear at events and workshops.

Feedback from organisations and peer educators

"Could Matt be on hand to chat about his journey from Growing Places to ACE? We are very proud of what he has achieved and know he will go on to do great things in his career supporting others" (Tom and Gill, Realise Futures).

"Being more self-aware of people's behaviour" (Peer Educator).

"I have learnt to read my timetable properly and remember my things for work" (Peer Educator).

"Being with People" (Peer Educator).

"When I am at work, I am not thinking about what is happening at home" (Peer Educator).

"Going on trains by myself because I had never done it before, but it is now easier for me to get on trains to get to work" (Peer Educator).

"It means having a job, being independent and being with Ace, which is good as I am then not at home all the time" (Peer Educator).

"With Ace I find work more fun" (Peer Educator).

"Getting paid and seeing all the Peer Educators" (Peer Educator).

"It means the world to be employed by Ace" (Peer Educator).

"It doesn't feel like work, it feels like family" (Peer Educator).

6th February 2023 Tom Cahill National Learning Disability and Autism Director NHS visits the Ace Anglia office and meets with Peer Educators, Ace staff, colleagues from health and social care and NSFT.

Tom said that we were true partners and admired the professionalism of our Peer educators.

Health and Well-being meetings

Health and Wellbeing Meetings April 2022 - April 2023 have included Heart Health, Annual Health Checks, Advocacy, Cervical screening, what can I do to improve my Well-being? Sexual Health, Men's Health, the difference between a learning difficulty and a learning disability, Healthy eating, staying cool and sun safety, Mild anxiety and depression, Flu vaccines, Healthy sleep habits, Sugar, covid vaccines, keeping warm this winter, Understanding Menopause, and the five ways to Wellbeing. These meetings have been held on Zoom throughout the year and supported by Peer Educators, the health project team, and Learning Disability Liaison Nurses

Suffolk Advocacy Service - achievements and performance

On 1st April 2022, Ace began working in partnership with Pohwer, Suffolk Family Carers and Suffolk User Forum delivering all the formal and informal advocacy across the county under the "Suffolk Advocacy Service".

Ace has three FT Advocates, two Advocates that work 4 days and one part time Advocate who works approx. 5 hours per week on 1:1 cases.

Pohwer are the lead provider of the service. However, Ace are the sole/lead provider for children's advocacy component within the contract. One of Ace's existing advocates was an experienced children's advocate, and Ace gained a second children's advocate from Voiceability via TUPE. The rest of the team have gained experience and training and now most of the team deliver 1:1 to children and young people.

At the beginning of the new advocacy contract, the advocates made monthly visits to each of the 6 local authority children's homes in Suffolk, taking turns to visit, and raising awareness about advocacy. These visits now take place bimonthly, which is in line with the commissioners' expectations.

The majority of case activity time for children has been face- to- face. C&YP Child Protection meetings have returned to venues, although Child in Care and Core group meetings remain hybrid.

We are currently supporting C&YP in:

- Child in Care reviews - gaining the views and wishes of children re contact with parent/s and siblings.
- Child protection - gaining the views of children whose are placed on a child protection plan.
- Challenging school placements/lack of school placement
- EHCP meetings

- Understanding the transition post education (care leavers)
- Complaints about Transition.
- Complaints about lack of funding from ACS
- One-to-one advocacy for youngsters in children's homes - issues with contact/education, referrals for an Independent Visitor.
- Care leavers going through child protection with their own children.
- Looked after children.

As well as children's advocacy, Ace delivered advocacy for adults under - IMCA, IMHA, Care Act, Community Advocacy and NHS complaints.

Ace specialise in advocacy for people with a learning disability, so a large percentage of our cases are working with adults with a learning disability whose child has been placed on a child protection plan. The Advocate's role is to support them through a complex process with social services and to ensure that their voice is heard.

Promotional and Engagement Activities

ACE plays an active role in promoting the Suffolk Advocacy Service. Our design team coproduced and designed easy-read leaflets, postcards, and posters for each type of advocacy. These are also available to download from our website, The Suffolk Ordinary lives website and our social media platforms.

The Advocates have taken part in C&YP care fairs across the county. These are for young people who are supported by their carers or older care leavers or the Engagement HUB team. At these community engagement events the young people can meet the Advocates, learn about the advocacy service, as well as playing the games that are on the stand.

May 2022 - Kesgrave Community and Conference Centre

August 2022 - Riverside Centre, Stratford St Andrew

February 2023 - Abbey Croft Leisure Centre, Newmarket

November 2022 - we celebrated the advocacy awareness week 22. Promoting advocacy on our social media accounts and retweeting posts from other advocacy services in the partnership focusing on rights.

November 2022 - Integrated Care Day for all healthcare and social work students @ University of Suffolk. Ace Anglia had a stand, with Advocates and self-advocates who promoted the advocacy service.

January 2023 - Launch of Ipswich Social Mobility Alliance - Children and Young People event held at BT Astral Park. Strap line - Nothing About Me Without Me.

February 2023 - Presentations by Ace Anglia, the Learning Disability Liaison Team, Ace Anglia Peer educators. An engagement event with guest Tom Cahill, NHS National Director of Learning Disability and Autism. An opportunity to engaged with professionals from health and social care about the Suffolk Advocacy Service.

February 2023 - Suffolk Learning Disability Partnership Board.

February 2023 - Children's Complex Health and Safeguarding planning session. The role of children's advocacy within the Safeguarding process.

March 2023 - ADAS East Support event held in Newmarket, engagement, awareness raising and marketing the Suffolk Advocacy Service.

March 2023 - My Voice Focus Group. Guest presenters from the MASH, Suffolk Police and Language team. The Suffolk Advocacy Service was promoted.

Meetings for advocates

Each of the organisations in the Suffolk advocacy partnership, including the lead organisation take turns to host "an all-advocates quarterly team meeting". These meetings are an opportunity for the Advocates to share and discuss case studies and listen to guest speakers.

Ace Advocates meet for bi-monthly best practice sessions and to share knowledge, raise any issues and discuss trends that may need to be highlighted with commissioners.

Training

Training and development are important, and ongoing, aspects of working at Ace. The Advocates are trained and qualified in all advocacy specialisms, but Ace encourage, and provide, training opportunities to ensure that the Advocates can gain the knowledge they need to improve the quality of service they provide. Training also helps to boost confidence, improve engagement and morale which leads to increased productivity and improved 'people' satisfaction.

Training materials are shared amongst the team and up to date information on all aspects of advocacy, the law, case studies and best working practices are stored on Basecamp.

Training attended:

- Liberty Protection Safeguards
- First Aid
- The Childrens Act 1989
- Homeless 16 - 17-year-olds
- Independent Mental Capacity Advocacy
- Serious Medical Treatment
- Safeguarding
- Oliver McGowan
- Domestic Violence
- Children and Family Court Advisory and Support Service

Ace developed a training course alongside a professional Trainer, Jane Warden, to explore and understand 'What makes effective contract delivery'.

Ace design department - achievements and performance

The Design Team has had a busy year in between April 2022 and March 2023. We have been involved in a lot of great projects.

Some examples of client projects are:

Learning Disability England worked in partnership to create an accessible housing toolkit for people, this included 14 documents in both easy read and plain English.

This has been a long project, but it will be launching this year on the Learning Disability England's website.

The Local Government Association we co-produced an easy read version of be a councillor guide aimed at encouraging more disabled people to become councillors. A talking text version was created to accompany the guide.

The LeDeR programme both on a national scale and local scale. We created an easy read recruiting park for the Independent LeDeR Advisory Group. We created easy read versions of LeDeR annual reports for North East London and Suffolk and North East Essex.

Suffolk County Council co-produced the easy read summary of the All Ages Carers' Strategy.

Public Health Suffolk co-produced an easy read version of the Health and Wellbeing Strategy 2022 - 2027.

In April 2021, we started to design the new Ace website. This has taken some time we have worked with an external organisation to produce a colourful, accessible, and engaging website. We worked in co-production with self-advocates, staff members at Ace and professionals. This has allowed us to develop a great website which highlights the wonderful work Ace produces.

Film and photography department
Informative films that people can access and share within other
organisations.one example of this is 'Know your body, know your breasts' it was co-produced with people with a learning disability and health professionals in October 2022. It is a great video about awareness on how to check your breasts regularly and the signs and symptoms you should look out for.

NHS Suffolk and North East Essex to produce Learning Disability Annual Health Check films which cover:

- Having a Learning Disability Annual Health Check
- The difference between a learning disability and a learning disability
- Flu and Covid Vaccines
- A family carers experience at an annual health check
- Accessible Information Standard Talking Text

- How to tell if someone has a learning disability
- Learning disability liaison nurses talk about annual health checks
- Peer educators talk about Annual Health Checks
- Reasonable adjustments

As part of recruitment initiatives/ policies at Ace Anglia the design department worked with the management team to create a Welcome to Ace pack. It's very useful document as it's an overview of the whole organisation which include, contact details, brand guidelines, and what each department work on.

Here is a list of some of the organisations the Accessible Design Department have worked with over 2023:

- East Suffolk and North Essex NHS Foundation Trust
- Essex County Council
- Heartflow
- Learning Disability England
- Local Government Association
- Mid Suffolk Council
- National LeDeR Independent Advisory Group
- NHS England
- NHS North East London
- NHS Suffolk and North East Essex
- Partners in Support
- Public Health Suffolk
- Suffolk and Norfolk Foundation Trust
- Suffolk County Council
- Suffolk Police
- Suffolk Community Foundation

Financial review

The statement of financial activities reflects operational activity for the year ended 31 March 2023.

Income from donations and legacies decreased in the year to £288,191 (2022: £354,317) however there was an overall increase in total income which amounted to £511,824 (2022: £480,592). Expenditure on charitable activities during the year totalled £584,653 (2022: £433,755). The net movement on unrestricted funds amounted to a deficit of £72,829 (2022: surplus of £46,837) as at the year end date.

Principal funding sources

funding source for the charity for the year was the grants received from Suffolk County Council and income from Powher-Suffolk Advocacy service. We were also funded by various health bodies, IESCCG, WSCCG, NHS England and we have had opportunities for project work with LD England and Public Health Suffolk.

We have increased our design revenue by included digital content and film and audio whilst continuing to develop Accessible Information resources for local and national agencies.

Reserves policy

The trustees' policy is to maintain adequate reserves for the following purposes:

- To enable the charity to fulfill statutory and legal obligations to employees and others;
- To provide a contingency fund to meet unforeseen falls in income or increases in expenditure;
- To allow for the orderly wind up of the charity if required.

Based on this policy and the current level of economic uncertainty, the trustees general aim is to maintain reserves which are the equivalent of no less than six month's expenditure which would amount to £292,327 (2022: £216,878). Against a background of considerable change in the provision and funding of care and significant uncertainty regarding the charity's sources of income the trustees have accumulated reserves above this level and at 31 March 2023 the charity's free reserves amount to £328,302 (2022: £401,261).

The trustees plan to utilise reserves in supporting the charity's sustainability, investing in project development and co-production capacity, increasing staff resilience through developing and funding women's health and mental health policies and updating the charity's IT resources.

Plans for future periods

Continue to implement the paradigm recommendations.

Continue to support the Learning Disability Strategy for Suffolk

Continue to develop and strengthen the Learning Disability Strategy Focus Groups

- My Home
- My Life
- My Voice
- My Health

Continue to look for sustainable funding options for Ace

Continue to ensure people have a voice

Continue to work in co-production

Produce high quality accessible information

Produce high quality film and media

Employ more people with learning disabilities

Support its staff team

Strengthen its trustee board

Strengthen the Advisory group

Continue to secure funding to enable Ace to work in partnership locally regionally and nationally

Continue to explore digital opportunities.

Introduce the ideas and changes to self and group advocacy developed in previous year.

Work in coproduction with Powher and its partner organisations to secure ongoing formal advocacy contracts.

Structure, governance and management

Governing document and principal activities

ACE (Anglia) Limited is a registered charity and a company limited by guarantee. The charitable company was incorporated on 8 March 2013 (number 08436073) and became a registered charity number (number 1153773) on 12 September 2013. The company was established under a Memorandum of Association, which sets out its objects and powers and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

The charitable company took over the activities of the previous unincorporated charity, registered number 1021800, which had been operational as a registered charity since 1993.

Recruitment and appointment to the board of trustees

The directors of the company are also charity trustees for the purposes of charity law. Under the Memorandum and Articles of Association, members may appoint a trustee at any general meeting. The trustees may also appoint a person willing to act as a trustee, but they must be re-appointed by the members at the next annual general meeting. One third of the trustees retire in rotation but are eligible for re-election.

The current trustees are shown on the reference and administrative details of these accounts. Trustees are invited to serve for a minimum of 4 years and new Trustees may be co-opted.

Further trustees may be appointed at any time, at the discretion of the trustees in accordance with the charity's recruitment policy.

Trustee induction and training

The current trustees are familiar with the work of the charity. New trustees meet with the Chair and CEO to familiarise themselves with the charity and the context within which it operates. Each trustee is given a specific oversight responsibility to an area of the charity's work. The meeting would cover:

- The obligations of being a trustee.
- An overview of the services which the charity provides.
- The main documents which set out the operational framework for the charity including the constitution.
- The financial position as set out in the latest published accounts.
- Future plans and objectives.

Organisational structure

The charity is governed by the trustees, who meet at least 4 times a year, and are responsible for the strategic direction and policy of the charity.

The advisory group is made up of experts by experience. This strong team of self-advocates look at what people with learning disabilities are telling us in our groups, conferences and consultations. They feed this information into the board of trustees and work with them and the staff team to coproduce a plan for the future work of the organisation.

The charity employs a Chief Executive who is responsible for the day-to-day provision of services, ensuring that project objectives are met managing the team of advocates, administrative staff and volunteers. This is achieved with the support of project leads.

Risk management

The trustees have reviewed the financial and operating risks pertaining to the charity and identified key risks to the charity. Policies and procedures are in place to mitigate the risks identified. The board reviews and re-appraises risk on an on-going basis.

Independent examiner reappointment

A resolution to appoint L Thurston of Lovewell Blake LLP as independent examiner will be proposed at the next trustees meeting.

Small company provisions

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

The trustees' annual report was approved on 13/12/23 and signed on behalf of the board of trustees by:

P Robbins
Trustee

Ace (Anglia) Limited

Company Limited by Guarantee

Independent examiner's report to the trustees of Ace (Anglia) Limited

Year ended 31 March 2023

I report to the charity trustees on my examination of the financial statements of the company for the year ended 31 March 2023 which comprise the statement of financial activities (including income and expenditure account), balance sheet, statement of cash flows and the related notes.

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 financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements 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 company's financial statements 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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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 that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or

2. the financial statements do not accord with those records; or

3. the financial statements 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 financial statements 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.

L Thurston 18/12/23

L Thurston FCCA
Independent Examiner

Lovewell Blake LLP
Chartered accountants
First Floor Suite
2 Hillside Business Park
Bury St Edmunds
IP32 7EA

Ace (Anglia) Limited

Company Limited by Guarantee

Statement of financial activities (including income and expenditure account)

Year ended 31 March 2023

	Note	2023 Unrestricted funds £	2023 Total funds £	2022 Total funds £
Income and endowments				
Donations and legacies	5	288,191	288,191	354,317
Charitable activities	6	223,102	223,102	126,240
Investment income		531	531	35
Total income		511,824	511,824	480,592
Expenditure				
Charitable activities	7	584,653	584,653	433,755
Total expenditure		584,653	584,653	433,755
Net (expenditure)/income and net movement in funds		(72,829)	(72,829)	46,837
Reconciliation of funds				
Total funds brought forward		511,546	511,546	464,709
Total funds carried forward		438,717	438,717	511,546

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

Ace (Anglia) Limited

Company Limited by Guarantee

Balance sheet

31 March 2023

	Note	2023 £	2023 £	2022 £	2022 £
Fixed assets					
Tangible fixed assets	10		18,297		10,143
Current assets					
Debtors	11	115,344		40,286	
Cash at bank and in hand		318,845		476,948	
		434,189		517,234	
Creditors: Amounts falling due within one year	12	(13,769)		(15,831)	
Net current assets			420,420		501,403
Total assets less current liabilities			438,717		511,546
Net assets			438,717		511,546
Funds of the charity					
Unrestricted funds			438,717		511,546
Total charity funds	14		438,717		511,546

For the year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 13/12/23., and are signed on behalf of the board by:

P Robbins
Trustee

Company registration number: 08436073

The notes on pages 27 to 35 form part of these financial statements.

Ace (Anglia) Limited

Company Limited by Guarantee

Statement of cash flows

Year ended 31 March 2023

	2023 £	2022 £
Cash flows from operating activities		
Net (expenditure)/income	(72,829)	46,837
Adjustments for:		
Depreciation of tangible fixed assets	5,771	4,117
Other interest receivable and similar income	(531)	(35)
Accrued expenses	804	216
Changes in:		
Trade and other debtors	(75,058)	34,463
Trade and other creditors	(2,866)	3,638
Cash generated from operations	(144,709)	89,236
Interest received	531	35
Net cash (used in)/from operating activities	(144,178)	89,271
Cash flows from investing activities		
Purchase of tangible assets	(13,925)	(4,592)
Net cash used in investing activities	(13,925)	(4,592)
Net (decrease)/increase in cash and cash equivalents	(158,103)	84,679
Cash and cash equivalents at beginning of year	476,948	392,269
Cash and cash equivalents at end of year	318,845	476,948

The notes on pages 27 to 35 form part of these financial statements.

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Red Gables, Ipswich Road, Stowmarket, Suffolk, IP14 1BE.

2. Statement of compliance

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

3. Accounting policies

Basis of preparation

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

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

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Income tax

As a registered charity, the activities are exempt from United Kingdom Income and Corporation taxation, provided that the income is applied to charitable purposes.

Fund accounting

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

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

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

3. **Accounting policies** *(continued)*

Income

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

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

Expenditure

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

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

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

Operating leases

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

3. **Accounting policies** *(continued)*

Tangible assets

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

Depreciation

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

Office equipment	-	25% straight line

Financial instruments

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

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

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

4. **Limited by guarantee**

The charity is a company limited by guarantee and does not have share capital. Every member of the charity undertakes to contribute such amounts, not exceeding £10 as may be required in the event of a winding up.

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2023**
Grants			
Suffolk County Council	187,320	–	187,320
NHS Ipswich & East Suffolk CCG	68,575	–	68,575
NHS England & NHS Improvements	16,175	–	16,175
Essex County Council	11,200	–	11,200
Other Grants	4,921	–	4,921
	288,191	–	288,191

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2022**
Grants			
NHS Ipswich & East Suffolk CCG	165,600	–	165,600
Suffolk County Council	151,610	–	151,610
Other Grants	12,922	–	12,922
West Suffolk CCG	12,680	–	12,680
NHS England & NHS Improvements	8,205	–	8,205
Learning Disability England	3,300	–	3,300
	354,317	–	354,317

6. Charitable activities

	Unrestricted Funds £	**Total Funds 2023 £**	Unrestricted Funds £	Total Funds 2022 £
Advocacy and other services	223,102	223,102	126,240	126,240

7. Expenditure on charitable activities

	Unrestricted Funds £	**Total Funds 2023 £**	Unrestricted Funds £	Total Funds 2022 £
Staff costs	468,200	468,200	336,948	336,948
Staff travel expenses	9,334	9,334	5,580	5,580
Staff and advocate training	3,909	3,909	684	684
Staff recruitment	3,169	3,169	792	792
Transport costs	1,646	1,646	188	188
Finance charges	2,214	2,214	1,823	1,823
Venue hire	3,161	3,161	118	118
Professional fees	14,213	14,213	15,655	15,655
Support costs	78,807	78,807	71,967	71,967
	584,653	584,653	433,755	433,755

Analysis of support costs

	2023 £	2022 £
Rent	13,065	9,522
Telephone	6,530	5,049
Postage and stationery	2,472	1,819
Insurance	2,581	1,972
Computer costs	37,474	35,361
Sundry expenses	7,536	5,019
Depreciation	5,771	4,117
Independent examination fee	3,378	2,406
Bad debt write off	–	6,702
	78,807	71,967

8. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2023	2022
	£	£
Wages and salaries	417,245	306,566
Social security costs	39,815	23,941
Pension costs	9,284	6,441
Other employee benefits	1,856	–
	468,200	336,948

The average head count of employees during the year was 23 (2022: 15).

One employee received employee benefits of more than £60,000 and less than £69,999 during the year (2022: Nil). No other employees received remuneration over £60,000 during the current or prior period.

Key management personnel

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation including employer pension contributions paid to key management personnel for services provided to the charity was £61,955 (2022: £59,073).

9. Trustee remuneration and expenses

No trustee received any remuneration during the year (2022: £Nil). No trustee was reimbursed expenses during the year (2022: £8).

10. Tangible fixed assets

	Office equipment
	£
Cost	
At 1 April 2022	37,460
Additions	13,925
At 31 March 2023	51,385
Depreciation	
At 1 April 2022	27,317
Charge for the year	5,771
At 31 March 2023	33,088
Carrying amount	
At 31 March 2023	18,297
At 31 March 2022	10,143

11. Debtors

	2023	2022
	£	£
Trade debtors	105,826	26,710
Prepayments and accrued income	9,518	13,576
	115,344	40,286

12. Creditors: Amounts falling due within one year

	2023	2022
	£	£
Trade creditors	1,314	4,704
Accruals and deferred income	2,838	2,034
Social security and other taxes	9,617	7,756
Other creditors	–	1,337
	13,769	15,831

13. Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to the defined contribution plans was £9,284 (2022: £6,411).

14. Analysis of charitable funds

Year ended 31 March 2023

General funds

	At 1 April 2022	Income	Expenditure	Transfers	At 31 March 2023
	£	£	£	£	£
General Funds	401,261	501,764	(574,723)	–	328,302

Designated funds

	At 1 April 2022	Income	Expenditure	Transfers	At 31 March 2023
	£	£	£	£	£
Contingency Funds	70,525	–	–	–	70,525
Big Messages	9,090	–	–	–	9,090
Accessible Information	30,670	10,060	(9,930)	–	30,800
	110,285	10,060	(9,930)	–	110,415
Total funds	511,546	511,824	(584,653)	–	438,717

Year ended 31 March 2022

General funds

	At 1 April 2021	Income	Expenditure	Transfers	At 31 March 2022
	£	£	£	£	£
General Funds	364,554	464,442	(427,735)	–	401,261

Designated funds

	At 1 April 2021	Income	Expenditure	Transfers	At 31 March 2022
	£	£	£	£	£
Contingency Funds	70,525	–	–	–	70,525
Big Messages	9,090	–	–	–	9,090
Accessible Information	20,540	16,150	(6,020)	–	30,670
	100,155	16,150	(6,020)	–	110,285
Total funds	464,709	480,592	(433,755)	–	511,546

Purposes of designated funds:

Contingency Funds - this fund represents amounts set aside in a separate bank account, adopted as a formal designated fund under a previous annual review. The fund aims to cover contingency expenses such as redundancy and wages should the charity need to cover such costs for closure or winding up. The designated fund is reviewed periodically.

Big Messages – income designated to promote SCC services for people with learning disabilities.

Accessible Information – production of accessible information conforming to the accessible information standards.

15. Analysis of net assets between funds

As at 31 March 2023

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Tangible fixed assets	18,297	–	18,297
Current assets	420,420	–	420,420
Net Assets	438,717	–	438,717

As at 31 March 2022

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Tangible fixed assets	10,143	–	10,143
Current assets	501,403	–	501,403
Net Assets	511,546	–	511,546

16. Analysis of changes in net debt

	At 1 Apr 2022 £	Cash flows £	**At 31 Mar 2023 £**
Cash at bank and in hand	476,948	(158,103)	318,845

17. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2023 £	2022 £
Not later than 1 year	1,440	1,440
Later than 1 year and not later than 5 years	1,440	2,880
	2,880	4,320

18. Related parties

The Charity made payments in respect of related party transactions to Thinklusive amounting to £1,680 (2022: £14,430) which M Clark operates as a sole trader. M Clark is the son of A Clark who is a key management personnel of the Charity. The Charity also made payments in respect of transactions amounting to £29,667 (2022: £25,224) to I Akers who is also a close relation to A Clark.

These transactions were made on normal commercial terms. The Charity had no other related party transactions in this or the prior year.

ACE (ANGLIA) LIMITED

England & Wales - Charity number 1153773

Accounts

COMPANY REGISTRATION NUMBER: 08436073

CHARITY REGISTRATION NUMBER: 1153773

Ace (Anglia) Limited

Company Limited by Guarantee

Unaudited financial statements

31 March 2022

Ace (Anglia) Limited

Company Limited by Guarantee

Financial statements

Year ended 31 March 2022

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Trustees' annual report (incorporating the directors' report)	1 to 16
Independent examiner's report to the trustees	17
Statement of financial activities (including income and expenditure account)	18
Balance sheet	19
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Ace (Anglia) Limited

Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report)

Year ended 31 March 2022

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 and 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 published in October 2019.

Reference and administrative details

Registered charity name	Ace (Anglia) Limited
Charity registration number	1153773
Company registration number	08436073
Principal office and registered office	Red Gables Ipswich Road Stowmarket Suffolk IP14 1BE

The trustees

The trustees who served during the year and at the date of approval were as follows:

K Chate
M Crawley
P Robbins

Ace Anglia Advisory Group

H Turner - President
A Keighley
M Conquer
T De Roy
S Largent
H Lucas
P Parker

Staff Team

A Clark - CEO
K Murray - HR and Operations Director
J Chew - Co-production Project Lead/ TVS Advocate
A Berrington - TVS Managing Advocate
B Warren - Senior TVS Advocate
A Irons - Senior TVS Advocate
C Warren - Bookkeeper
D Hill - Accessible Information Design Lead
D Driver - Peer Educator Project Lead
A Oliver-Wilson - Peer Educator Project Co-ordinator
I Akers - Design Co-ordinator

Staff leaving Ace during this period

None

Self-Advocates/Peer Educators

H Lucas
J Mayo
S Largent
I Dunstan
M Conquer

Subcontractors

Thinklusive - M Clark

Bankers

CAF Bank Ltd
25 Kings Hill Avenue
King Hill
West Malling
Kent
ME19 4JQ

Scottish Widows PLC
PO Box 883
Leeds
LS1 9TY

Independent examiner

L Thurston FCCA
Lovewell Blake LLP
Chartered accountants
First Floor Suite
2 Hillside Business Park
Bury St Edmunds
IP32 7EA

Objectives and activities

The charity's objects are to provide assistance, advice, representation and services which will directly relieve the need or disability of vulnerable people and to promote, organise and facilitate the co-operation and partnership working between third sector, statutory and other relevant bodies in the achievement of the purposes within the area of benefit including Cambridgeshire, Essex, Norfolk and Suffolk.

In shaping our objectives for the future and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit. The trustees give careful consideration to the accessibility of its services for those on low incomes. The money Ace Anglia Limited receives is mainly from grants. Ace will charge a fee to an organisation to cover the costs of some of the work we do. For example, our easy read translation service. All the advocacy services at Ace Anglia Limited are free at the point of contact. No charge is made for people with learning disabilities.

Achievements and performance

The charity's aims during the year have continued to be:

- To support people to have a powerful and effective voice.
- To support people to be in control of their lives and in control of the support they get.
- Providing an independent forum for people to get their views heard and to be involved in the local authority, health and other agency planning processes affecting their lives.
- To support people to speak up and make decisions in all areas of their life.

April 2021 began with the easing of Covid restrictions in the UK. Ace started to look at how the organisation would work post COVID.

We commissioned an external organisation, Paradigm, to help us coproduce a way forward for Ace Anglia. Paradigm insisted that it was essential that this project involves all those involved in Ace Anglia namely Suffolk People First, The Advisory Group, the Board of Trustees and Ace staff.

Paradigm used the principles of **Appreciative Inquiry** to guide this process. It is a way of working that we have found to be highly engaging and successful with diverse groups of people within organisations. The plan was to engage with the different 'stakeholder' groups who make up Ace Anglia. This was achieved by one online workshop for each of the 4 steps lasting 2.5 hours.

The review began with an initial online workshop for 1.5 hours which involved everyone. And from then, Paradigm facilitated each group of stakeholders separately. This ensured that people felt included in all areas of this review.

Each group has a specific role at Ace Anglia and by gathering their thoughts, from their perspective and based on their contribution to Ace it helped to understand the whole picture.

Paradigm also facilitated 10 one-to-one conversations with staff. These individual conversations were aimed to discover as much as possible about the culture and the way we work in order to support thinking around succession planning and sustainability.

After the four stages, paradigm shared the ideas and learning from all groups with the whole staff team, in the form of a short-narrated video. The video highlighted the emerging themes.

Finally, before drafting the report, paradigm hosted a large group event to share what was heard and learnt. This was an opportunity for everyone to contribute ideas that would shape some of the key messages and recommendations for the final report.

The final report was presented to trustees and staff team. The first recommendation we implemented was to increase the management team. The aim of this was to give management support to the CEO and support succession planning.

Kathryn Murray was promoted to HR and Operations Director. Together the CEO and the Operations Director began to implement the Paradigm recommendations.

We made the decision to change the way we all work at Ace Anglia. We consulted with trustees, self-advocates and staff and then adopted a blended approach to working with a phased return to working in the office and the community. This was written up in a new hybrid working policy. The advocates working on 'One to One formal advocacy' followed recommendations from other organisations regarding visits to advocacy partners and professionals. Almost all the organisations favoured a hybrid working approach.

Ace did not want to lose what we had learned from the lockdown.

The whole team had worked extremely hard to make adjustments and find alternative ways of working with people with a learning disability and autism. This included supporting and teaching people how to use technology. Self-advocates and staff wanted to continue to use these new skills that they had learnt to work more efficiently, safely, and conveniently. As Suffolk is a rural county, travelling less cuts our organisations carbon footprint.

Self-Advocacy - Achievements and performance

April 2021
"How Do We Heal"
We won the Film Competition for the "How Do We Heal" piece
https:www.aceanglia.com/how-do-we-help-everyone-heal-ics-film-competition

Education
Ace advocates presented a 2hr Seminar about advocacy to first year social work Students at the University of Suffolk.

Interviews
Interviewed Georgia Chimbani (Director ACS)
https:www.aceanglia.com/seb-interviews-georgia-chimbani-director-of-adult-and-community-services-for-suffolk-county-council

May 2021
Paradigm Review
We started the Paradigm consultation in May. Ace organised self- advocates and kept staff and trustees informed of the meetings.

June 2021
Skills For Care
ACE presented at the Skills for Care online conference. The recording of the presentation is hosted on the Skills for care website

https:www.skillsforcare.org.uk/Learning-development/ongoing-learning-and-development/Supporting-people-with-everyday-technology/Supporting-people-with-everyday-technology.aspx

Fairer Access to healthy Leisure Activities
This is a new 1year pilot project funded by Public Health Suffolk.
The project is looking at barriers and good practice in 6 sport and leisure companies in Suffolk. We started by hosting an online coproduction session as a starting point for planning the project.

Picnic In the park
To help people come back to our groups in safe and comfortable settings we arranged a new style of outdoor meeting. Ace Ipswich "Picnic in Park" was introduced and was a huge success. Approximately 20/25 people came along to the first event. https:www.aceanglia.com/ace-anglia-is-on-tour

July 2021
The Future of Advocacy Consultation
Ace facilitated this online consultation for Suffolk County Council. 58 people attended an online meeting, we shared this information and recording with commissioners.

Picnic in the Park
We had another 4 of these group meetings in July in Bury, Stowmarket, Felixstowe and Sudbury, the numbers varied as some people were still reluctant to meet in public. https:www.aceanglia.com/?s=picnic

August 2021
Planning meetings for SPF in September, arranging transport, booking venues, booking stallholders, booking speakers, catering arrangements and making accessible presentations.

September 2021
Fairer Access Project
Filming started for this project

SLDPB
Suffolk Learning Disability Partnership Board online meeting to sign off the Joint Learning Disability Strategy for Suffolk.

October 2021
Learning Disability and Autism Coproduced Outcomes
Ace supported self- advocates to record an audio version of the Learning Disability and Autism Outcomes. Ace supported self-advocates to present this recording at the I.E.S Alliance Board online meeting. This was well received.

Talk Tech 3 Online
In 2021 our theme for this online conference was, **"Can using technology to include and involve people lead to better outcomes for everyone?"** 85 Tickets sold
Event page views 763

Suffolk People First Online
May 2021
Theme **"How are we doing, What's next, What do we need"**
Online Conference
https:www.aceanglia.com/resource/suffolk-people-first-online-may-2021

80 Tickets sold
Event page views 500

Suffolk People First Online
September 2021
The theme of this conference was **Employment and Volunteering Opportunities** https:
80 Tickets sold
Event page views 400

Suffolk People First Online
December 2021
The theme was **Let's talk Mental Health**
83 Tickets sold
575 page views

January 2022
Joint Suffolk Learning Disability Strategy.
We made the promotional films for the Leading Disability Strategy soft online launch. More promotional work has been planned for the launch leading up to a live event later in this year.

Monday Weekly Self Advocacy Group
These sessions ran through lockdown and ended March 2022

Fortnightly Online Evening Self Advocacy Sessions
The sessions that started in 2021 proved to be successful and self-advocates have decided they would like to keep then as a permanent feature in our self -advocacy timetable.

Strategy Launch
On Wednesday 26th January Ace facilitated and hosted the soft launch of the Suffolk Joint Learning Disability Strategy. This was an online launch, the physical Launch was scheduled for May 2022

February 2022
My Health Focus Group (1)
The focus groups are linked directly to the Suffolk Joint Learning Disability Strategy. Ace facilitated the first meeting for this group, it was very popular, we had good attendance and lots of great conversation. 61 attended 469 views

My Home Focus Group (1)
See above for detail
35 attended 267 views

March 2022
Suffolk People First Online
The theme for this meeting was Housing.
We started to see numbers for the online Suffolk People First dropping off at this point. Due to the opening of day services and people finding their way in the community again. Attendees 50 -Views 191

Strategy Films
Throughout March, we carried on making films for the focus groups.
The films included people sharing lived experiences, peoples and professionals' stories, and tips for living a good ordinary life. These were very well received on social media platforms and have been widely shared as examples of good practice.

Health and peer educator projects
2021-2022

Events
April 2021
Student nurse and peer educators Q+A
July 2021
West Suffolk governing body
October 21
Level 2 project
Women's Bike Tour
November 2021
Skills Event
Stowmarket Christmas Fayre
February 2022
DWP job and Wellbeing fair
March 2022
Mentally healthy community event

Meetings
April 2021
Student nurse pre meet meeting
May 2021
Mid Suffolk and Babergh + Wellbeing Suffolk Network meeting
June 2021
Profound and multiple learning disabilities involvement
ACE/LD nurses - once a month
August 2021
Hospital passports
Annual Health Check with Ace
Learning Disability and Autism transformation steering group
August 2021
Social prescribing meeting
Suffolk flu summit
September 2021
Learning Disability and Autism pathways
Young people's network newspaper article
September 2021
Social prescribing meeting
Annual health check meeting
Learning Disability and Autism pathways
Forest Heath & West Suffolk networking
Stowmarket INT
September 2021
Social prescribing training meeting
Annual health check update
October 2021
Annual Health Check meeting
Quality improvement funding
Improving the health of people with learning disabilities and autistic people Learning Disability and Autism Transformation Steering Group
November 2021
Priority 1 local offer
December 2021
Learning Disability COVID booster planning event.
Let's talk about women's mental health and wellbeing
January 2022
Suffolk Parent Carer Forum
March 2022
LD BAME reach and engagement
Wellbeing Suffolk network event
Health meeting x 44
Annual health check workshops x 20

Formal Advocacy - Achievements and performance
Our approach to face-to-face advocacy remained consistent throughout this period. A person's wishes/wants and feelings are always the main priority. An Advocacy plan is completed for each case to establish what the person wants to achieve from advocacy support and how they want to access it. The person, therefore, can decide between face to face, online or a mixture of both - unless we are in a national lockdown. We continued to be person lead/person centred as much as practically possible despite an epidemic.

Meetings initiated and arranged by the local authority and health professionals were predominantly online. This benefited some people who found travelling more difficult and those who found meetings in person with lots of professionals intimidating.

In October 2021, Ace expressed an interest in bidding for the All Age Advocacy Service contract. At that point, we were in partnership with Voicability; working under the TVS (Total Voice Suffolk) contract with Suffolk Family Carers, RAD, SUF, Age UK and Impact.

Voiceability decided to form a partnership with RAD, excluding all other existing partners, including Ace. Instead, they would 'take everything in house' when bidding for the new contract. Ace were pursuing other opportunities with Pohwer, SUF and SFC's and were keen to form a new partnership. The three organisations met regularly and had extremely positive meetings about the tender and the possibility of a new advocacy partnership in Suffolk.

Ace decided that they would like to take on the Children's advocacy element of the contract as well as the adults. We had an experienced Children's advocate within the team already. Ace felt that leading on the contract would change the culture of the organisation and decided Pohwer were better placed. POhWER were well established and had the infrastructure to be lead provider. So, the four organisations devised a proposal -

POhWER would provide the single point of access but beneficiaries would still be able to access the service via the trusted relationships they have with their existing advocacy organisation. We would work as a partnership to agree pathways.

We would deliver an integrated service where, as far as possible the same advocate would be able to support people throughout their advocacy journey. **Principles and commitments**

- An open and equal partnership built on trust and transparency
- A service which values the lived experience of our beneficiaries and recognises the specialisms and knowledge which each partner brings
- Open communication through regular partnership meetings to discuss and resolve any issues
- Commitment to developing a community of practice - opportunities for regular peer support for advocates across the partnership
- A flexible model which evolves throughout the contract term to meet the changing needs of the partners and our beneficiaries
- A partnership agreement with each organisation so expectations are understood, including agreed activity levels and budgets
- A shared approach to training with an agreed learning and development plan designed by all partners
- An agreement between the partners about what name the service would operate under and the branding for this.

We complied lots of information regarding our social value, our staff and our experience. We had lots of discussions around the name of the service and branding until we were all happy.

POhwer put together a presentation which would be shown, not only to commissioners, but also to a board of self-advocates. Ace's design team did an amazing job of amending the presentation to make it accessible and appealing to the self-advocates. And we won!

The new contract was to start on 1st April 2022.

Gaining the QPM was another significant achievement for this department in this period.

The advocacy quality performance mark

The Quality Performance Mark (QPM) has been developed with the advocacy sector. As with previous versions it is firmly based on the principles of the **Advocacy Charter** and is a tool for independent advocacy services to use to demonstrate that they are providing all of their advocacy delivery to a set of **recognised** and **respected standards.**

It is also used by many organisations as a **developmental tool.** It can support organisations to think about and improve their advocacy delivery and the policies and procedures that support advocates to deliver the best services they can.

The stages of the assessment involved:

- **Pre-Assessment Questionnaire**
- **Working Agreement -**
- **Desktop Assessment -** This included a review of the organisations completed Assessment Workbook, a pre-defined selection of the organisation's policies and procedures and a selection of anonymised case files and reports
- **Site Visit(s) -** meeting with key staff and stakeholders.

Training/Knowledge sharing

- HEAR ME, SEE ME: autism advocacy and communication in a healthcare setting, including a first-hand account.
- Section 117 Aftercare
- 2 advocates took part in the working group, In Partnership with Families - in relation to supervised contact.
- SEND Advocacy training
- Health Inequalities
- Liberty Protection Safeguards - SCIE webinar
- Personal Health Budgets - Blackbelt
- IMHA for people with LD and A - Blackbelt/NTDi

Ace design department - achievements and performance

The Accessible Information Design has had a busy year in between April 2021 and March 2022. We have been involved in a lot of great projects. This year we have continued to grow and develop the design department and website - by recruiting a full-time member of staff member to redesign and update our website. We started working with Learning Disability England to help create an accessible housing toolkit for people, this included 14 documents in both easy read and plain English.

We won a bid to create easy-read documents for the Local Government Association. We co-produced an easy read version of the Supporting adults with a learning disability to have better lives framework with self-advocates.

We are easy read partners for the NHS Independent LeDeR Advisory Group. We create agendas, minutes, and meeting papers in easy read for them. We have also translated the LeDeR Policy into easy read. We have produced easy read letters and leaflets to send to bereaved families telling them about LeDeR.

We have worked on a great project about fairer access to leisure activities and facilities in Suffolk. We worked to create easy read gym member applications and surveys for places like Everyone Active. Here is a list of some of the organisations the Accessible Information Design Department have worked with over the year:

- 360 Healthcare
- Accelerated Access Collaborative
- Cardinal Medical Practice
- East of England Ambulance Service Trust
- East Suffolk and North Essex NHS Foundation Trust
- Essex County Council
- Everyone Active
- Local Government Association
- Mental health and learning disabilities and autism services
- Mid Suffolk Council
- NHS Dorset Clinical Commissioning Group
- NHS England
- NHS Suffolk and North East Essex
- One Life Suffolk
- Peninsula Practice
- Public Health Suffolk
- Skills for Care
- Sufffolk and Norfolk Foundation Trust
- Suffolk County Council
- Suffolk Safeguarding Partnership
- West Suffolk Hospital
- Work Well Suffolk

Film video and photography

As a department we have started to work on creating a new website. We have co-produced this with people with learning disabilities and professionals. The new design of the Ace website will be able to highlight projects we have created, share stories about self-advocates, showcase new work, promote new events Ace are facilitating and signpost other organisations. Our new design for the website is very accessible and we want to reach a wider audience and grow our online presence further.

We have created videos, photography and resources for all of ace projects.

Our clients include:
Fairer Access to Healthy Leisure Activities -films and presentations Public Health Suffolk Learning disability strategy - films and presentations SCc
Health films - presentation's - resources. CCG
Filmed interviews for training and social media. SCC

Social media and websites
Suffolk Ordinary Lives Website -
www.suffolkordinarylives.org
Ace Anglia Website
www.aceanglia.com

Partners and collaborators
Ace continue to collaborate and work in partnership with a wide range of organisations not only in Suffolk but also regionally nationally and in other countries. This lists **some** of the many organisations and individuals we work with:

LDE Learning Disability England
Suffolk Family Carers
SPCN
SUF
VoiceAbility
Powher
Age UK Suffolk
IMPACT
Leading Lives
Healthwatch Suffolk
Avenues East
Inclusion East
Suffolk County Council
NHS England
Ipswich and East Suffolk CCG
West Suffolk CCG
Great Yarmouth and Waveney CCG
North Herts People First
Learning Disability Liaison Nurses NFST
Norfolk and Suffolk Foundation Trust
NHS England
United Response
Dimensions
The Houses of Parliament
Orwell Housing
Suffolk Police
ISCRE
Travel training SCC
Opening Doors -Norfolk
Ipswich Hospital
Mid Suffolk Disability Forum.
Suffolk Art link
University of Suffolk

Financial review

The statement of financial activities reflects operational activity for the year ended 31 March 2022

Income from donations and legacies increased in the year to £354,317 (2021: £334,978) which has contributed to an overall increase in total income which amounted to £480,592 (2021: £467,861). Expenditure on charitable activities during the year totalled £433,755 (2021: £361,713). The net movement on unrestricted funds amounted to a surplus of £46,837 (2021: £106,148) as at the year end date.

Principal funding sources

The principal funding source for the charity for the year was the grants received from Suffolk County Council and income from Total Voice Suffolk./ Powher We were also funded by various health bodies, IESCCG, WSCCG, NHS England and we have had opportunities for project work with LD England and Public Health Suffolk.

We have increased our design revenue by included digital content and film and audio whilst continuing to develop Accessible Information resources for local and national agencies

Reserves policy

The trustees' policy is to maintain adequate reserves for the following purposes:

- To enable the charity to fulfill statutory and legal obligations to employees and others;
- To provide a contingency fund to meet unforeseen falls in income or increases in expenditure;
- To allow for the orderly wind up of the charity if required.

Based on this policy and the current level of economic uncertainty, the trustees general aim is to maintain reserves which are the equivalent of no less than six month's expenditure which would amount to £216,878 (2021: £180,857). Against a background of considerable change in the provision and funding of care and significant uncertainty regarding the charity's sources of income the trustees have accumulated reserves above this level and at 31 March 2022 the charity's free reserves amount to £391,118 (2021: £354,886).

The trustees plan to utilise reserves over the next twelve months in supporting the charity's sustainability, investing in project development and co-production capacity, increasing staff resilience through developing and funding women's health and mental health policies and updating the charity's IT resources.

Plans for future periods

Implement the paradigm recommendations

Strengthen the management structure

Continue to support the Learning Disability Strategy for Suffolk

Continue to develop and strengthen the Learning Disability Strategy Focus Groups

My Home
My Life
My Voice
My Health

Look for sustainable funding options for Ace

Continue to ensure people have a voice

Continue to work in co-production

Produce high quality accessible information

Produce high quality film and media

Employ more people with learning disabilities

Support its staff team

Strengthen its trustee board

To secure funding to enable Ace to work in partnership locally regionally and nationally

Explore digital opportunities.

Introduce the ideas and changes to self and group advocacy developed in previous year.

Work in coproduction with Powher and its partner organisations to secure ongoing formal advocacy contracts.

Structure, governance and management

Governing document and principal activities

ACE (Anglia) Limited is a registered charity and a company limited by guarantee. The charitable company was incorporated on 8 March 2013 (number 08436073) and became a registered charity number (number 1153773) on 12 September 2013. The company was established under a Memorandum of Association, which sets out its objects and powers and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

The charitable company took over the activities of the previous unincorporated charity, registered number 1021800, which had been operational as a registered charity since 1993.

Recruitment and appointment to the board of trustees

The directors of the company are also charity trustees for the purposes of charity law. Under the Memorandum and Articles of Association, members may appoint a trustee at any general meeting. The trustees may also appoint a person willing to act as a trustee, but they must be re-appointed by the members at the next annual general meeting. One third of the trustees retire in rotation but are eligible for re-election.

The current trustees, who are also directors for the purposes of the Companies Act, are shown on the reference and administrative details of these accounts. Trustees are invited to serve for a minimum of 4 years and new Trustees may be co-opted.

Further trustees may be appointed at any time, at the discretion of the trustees in accordance with the charity's recruitment policy.

Trustee induction and training

The current trustees are familiar with the work of the charity. New trustees meet with the Chair and CEO to familiarise themselves with the charity and the context within which it operates. Each trustee is given a specific oversight responsibility to an area of the charity's work. The meeting would cover:

- The obligations of being a trustee.
- An overview of the services which the charity provides.
- The main documents which set out the operational framework for the charity including the constitution.
- The financial position as set out in the latest published accounts.
- Future plans and objectives.

Organisational structure

The charity is governed by the trustees, who meet at least 4 times a year, and are responsible for the strategic direction and policy of the charity.

The advisory group is made up of experts by experience. This strong team of self-advocates look at what people with learning disabilities are telling us in our groups, conferences and consultations. They feed this information into the board of trustees and work with them and the staff team to coproduce a plan for the future work of the organisation.

The charity employs a Chief Executive who is responsible for the day-to-day provision of services, ensuring that project objectives are met managing the team of advocates, administrative staff and volunteers. This is achieved with the support of project leads.

Risk management

The trustees have reviewed the financial and operating risks pertaining to the charity and identified key risks to the charity. Policies and procedures are in place to mitigate the risks identified. The board reviews and re-appraises risk on an on-going basis.

Independent examiner reappointment

A resolution to appoint L Thurston of Lovewell Blake LLP as independent examiner will be proposed at the next trustees meeting.

Small company provisions

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

The trustees' annual report was approved on 19 December 2022 and signed on behalf of the board of trustees by:

P Robbins
Trustee

Ace (Anglia) Limited

Company Limited by Guarantee

Independent examiner's report to the trustees of Ace (Anglia) Limited

Year ended 31 March 2022

I report to the charity trustees on my examination of the financial statements of the company for the year ended 31 March 2022 which comprise the statement of financial activities (including income and expenditure account), balance sheet and the related notes.

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 financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements 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 company's financial statements 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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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 that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or

2. the financial statements do not accord with those records; or

3. the financial statements 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 financial statements 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.

L Thurston 21/12/22

L Thurston FCCA
Independent Examiner

Lovewell Blake LLP
Chartered accountants
First Floor Suite
2 Hillside Business Park
Bury St Edmunds
IP32 7EA

Ace (Anglia) Limited

Company Limited by Guarantee

Statement of financial activities (including income and expenditure account)

Year ended 31 March 2022

	Note	2022 Unrestricted funds £	2022 Total funds £	2021 Total funds £
Income and endowments				
Donations and legacies	5	354,317	354,317	334,978
Charitable activities	6	126,240	126,240	132,726
Investment income	7	35	35	157
Total income		480,592	480,592	467,861
Expenditure				
Charitable activities	8	433,755	433,755	361,713
Total expenditure		433,755	433,755	361,713
Net income and net movement in funds		46,837	46,837	106,148
Reconciliation of funds				
Total funds brought forward		464,709	464,709	358,561
Total funds carried forward		511,546	511,546	464,709

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

The notes on pages 20 to 27 form part of these financial statements.

Ace (Anglia) Limited

Company Limited by Guarantee

Balance sheet

31 March 2022

	Note	2022 £	2022 £	2021 £	2021 £
Fixed assets					
Tangible fixed assets	11		10,143		9,668
Current assets					
Debtors	12	40,286		74,749	
Cash at bank and in hand		476,948		392,269	
		517,234		467,018	
Creditors: Amounts falling due within one year	13	(15,831)		(11,977)	
Net current assets			501,403		455,041
Total assets less current liabilities			511,546		464,709
Net assets			511,546		464,709
Funds of the charity					
Unrestricted funds			511,546		464,709
Total charity funds	15		511,546		464,709

For the year ending 31 March 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 19 December 2022, and are signed on behalf of the board by:

P Robbins
Trustee

Company registration number: 08436073

The notes on pages 20 to 27 form part of these financial statements.

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Red Gables, Ipswich Road, Stowmarket, Suffolk, IP14 1BE.

2. Statement of compliance

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

3. Accounting policies

Basis of preparation

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

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

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Fund accounting

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

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

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

Income

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

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

3. **Accounting policies** *(continued)*

Income *(continued)*

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

Expenditure

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

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

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

Operating leases

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

Tangible assets

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

Depreciation

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

Office equipment	-	25% straight line

3. **Accounting policies** *(continued)*

Financial instruments

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

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

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

4. **Limited by guarantee**

The charity is a company limited by guarantee and does not have share capital. Every member of the charity undertakes to contribute such amounts, not exceeding £10 as may be required in the event of a winding up.

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2022**
Donations			
Grants			
Suffolk County Council	151,610	–	151,610
NHS Ipswich & East Suffolk CCG	165,600	–	165,600
West Suffolk CCG	12,680	–	12,680
NHS England & NHS Improvements	8,205	–	8,205
Learning Disability England	3,300	–	3,300
Other Grants	12,922	–	12,922
	354,317	–	354,317

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2021**
Donations			
Donations	526	–	526
Grants			
Suffolk County Council	145,650	–	145,650
NHS Ipswich & East Suffolk CCG	132,540	–	132,540
West Suffolk CCG	16,450	–	16,450
NHS England & NHS Improvements	24,085	–	24,085
Norfolk & Suffolk FT	4,440	–	4,440
Learning Disability England	2,427	–	2,427
Other Grants	8,860	–	8,860
	334,978	–	334,978

6. Charitable activities

	Unrestricted Funds £	**Total Funds 2022 £**	Unrestricted Funds £	Total Funds 2021 £
Advocacy and other services	126,240	126,240	132,726	132,726

7. Investment income

	Unrestricted Funds £	**Total Funds 2022 £**	Unrestricted Funds £	Total Funds 2021 £
Interest on bank deposits	35	35	157	157

8. Expenditure on charitable activities

	Unrestricted Funds £	**Total Funds 2022 £**	Unrestricted Funds £	Total Funds 2021 £
Staff costs	336,948	336,948	263,864	263,864
Staff travel expenses	5,580	5,580	3,215	3,215
Staff and advocate training	684	684	1,577	1,577
Staff recruitment	792	792	1,084	1,084
Transport costs	188	188	44	44
Finance charges	1,823	1,823	1,796	1,796
Venue hire	118	118	–	–
Professional fees	15,655	15,655	16,011	16,011
Support costs	71,967	71,967	74,122	74,122
	433,755	433,755	361,713	361,713

Analysis of support costs

	2022 £	2021 £
Rent	9,522	12,996
Telephone	5,049	5,843
Postage and stationery	1,819	1,156
Insurance	1,972	1,962
Computer costs	35,361	41,904
Sundry expenses	5,019	4,106
Depreciation	4,117	3,320
Independent examination fee	2,406	1,860
Bad debt write off	6,702	975
	71,967	74,122

9. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2022 £	2021 £
Wages and salaries	306,566	241,019
Social security costs	23,941	17,746
Employer contributions to pension plans	6,441	5,099
	336,948	263,864

The average head count of employees during the year was 15 (2021: 12).

Key Management Personnel

The Key Management Personnel comprise the senior management team as listed on the reference and administrative details in the accounts. The total amount of employee benefits (including pension contributions) received by senior management for their services to the charity was £59,073 (2021: £56,289).

No employee received employee benefits of more than £60,000 during the year (2021: Nil).

10. Trustee remuneration and expenses

No trustee received any remuneration during the year (2021: £Nil). One trustee was reimbursed expenses of £8 during the year (2021: £Nil).

11. Tangible fixed assets

	Office equipment £
Cost	
At 1 April 2021	32,868
Additions	4,592
At 31 March 2022	37,460
Depreciation	
At 1 April 2021	23,200
Charge for the year	4,117
At 31 March 2022	27,317
Carrying amount	
At 31 March 2022	10,143
At 31 March 2021	9,668

12. Debtors

	2022 £	2021 £
Trade debtors	26,710	70,100
Prepayments and accrued income	13,576	4,649
	40,286	74,749

13. Creditors: Amounts falling due within one year

	2022 £	2021 £
Trade creditors	4,704	4,223
Accruals and deferred income	2,034	1,818
Social security and other taxes	7,756	4,912
Other creditors	1,337	1,024
	15,831	11,977

14. Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to the defined contribution plans was £6,441 (2021: £5,099).

15. Analysis of charitable funds

Year ended 31 March 2022

General funds

	At 1 April 2021	Income	Expenditure	Transfers	At 31 March 2022
	£	£	£	£	£
General Funds	364,554	464,442	(427,735)	–	401,261

Designated funds

	At 1 April 2021	Income	Expenditure	Transfers	At 31 March 2022
	£	£	£	£	£
Contingency Funds	70,525	–	–	–	70,525
Big Messages	9,090	–	–	–	9,090
Accessible Information	20,540	16,150	(6,020)	–	30,670
	100,155	16,150	(6,020)	–	110,285
Total funds	464,709	480,592	(433,755)	–	511,546

Year ended 31 March 2021

General funds

	At 1 April 2020	Income	Expenditure	Transfers	At 31 March 2021
	£	£	£	£	£
General Funds	278,946	447,011	(361,403)	–	364,554

Designated funds

	At 1 April 2020	Income	Expenditure	Transfers	At 31 March 2021
	£	£	£	£	£
Contingency Funds	70,525	–	–	–	70,525
Big Messages	9,090	–	–	–	9,090
Accessible Information	–	20,850	(310)	–	20,540
	79,615	20,850	(310)	–	100,155
Total funds	358,561	467,861	(361,713)	–	464,709

Purposes of designated funds:

Contingency Funds - this fund represents amounts set aside in a separate bank account, adopted as a formal designated fund under a previous annual review. The fund aims to cover contingency expenses such as redundancy and wages should the charity need to cover such costs for closure or winding up. The designated fund is reviewed periodically.

Big Messages – income designated to promote SCC services for people with learning disabilities.

Accessible Information – production of accessible information conforming to the accessible information standards 2017.

16. Analysis of net assets between funds

As at 31 March 2022

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Tangible fixed assets	10,143	–	10,143
Current assets	501,403	–	501,403
Net Assets	511,546	–	511,546

As at 31 March 2021

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Tangible fixed assets	9,668	–	9,668
Current assets	455,041	–	455,041
Net Assets	464,709	–	464,709

17. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2022 £	2021 £
Not later than 1 year	1,440	114
Later than 1 year and not later than 5 years	2,880	–
	4,320	114

18. Related parties

The Charity made payments in respect of related party transactions amounting to £Nil (2021: £27,433) to Thinklusive C.I.C a company controlled by M Clark, in this year the Charity made payments to Thinklusive amounting to £14,430 (2021: £Nil) which M Clark operates as a sole trader. M Clark is the son of A Clark who is a key management personnel of the Charity. The Charity also made payments in respect of transactions amounting to £25,224 (2021: £48) to I Akers who is also a close relation to A Clark.

These transactions were made on normal commercial terms. The Charity had no other related party transactions in this or the prior year.

ACE (ANGLIA) LIMITED

England & Wales - Charity number 1153773

Accounts

COMPANY REGISTRATION NUMBER: 08436073

CHARITY REGISTRATION NUMBER: 1153773

Ace (Anglia) Limited

Company Limited by Guarantee

Unaudited financial statements

31 March 2021



Ace (Anglia) Limited

Company Limited by Guarantee

Financial statements

Year ended 31 March 2021

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Independent examiner's report to the trustees	17
Statement of financial activities (including income and expenditure account)	18
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Ace (Anglia) Limited

Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report)

Year ended 31 March 2021

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

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 and 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 published in October 2019.

Reference and administrative details

Registered charity name	Ace (Anglia) Limited
Charity registration number	1153773
Company registration number	08436073
Principal office and registered office	Red Gables Ipswich Road Stowmarket Suffolk IP14 1BE

The trustees

The trustees who served during the year and at the date of approval were as follows:

K Chate
M Crawley
P Robbins
A Cousins (Resigned 17/09/2020)
J Smith (Appointed 12/03/2020 - Resigned 21/04/2020)

Ace Anglia Advisory Group

H Turner	- President
A Keighley	
M Conquer	
T De Roy	
S Largent	
H Lucas	
P Parker	

Staff Team

A Clark	- CEO
K Murray	- H R Lead and TVS Advocate
J Chew	- People First project worker and TVS Advocate
A Berrington	- TVS Managing Advocate
B Warren	- Senior TVS Advocate
A Irons	- Senior TVS Advocate
C Warren	- Bookkeeper
D Hill	- Accessible Information Design Lead
D Driver	- Peer Educator Project Lead
A Oliver-Wilson	- Peer Educator Project Co-ordinator

Staff leaving Ace during this period

M Cook

Self-Advocates/Peer Educators

H Lucas
J Mayo
S Largent
I Dunstan
M Conquer

Subcontractors

Thinklusive - M Clark

Bankers

CAF Bank Ltd
25 Kings Hill Avenue
King Hill
West Malling
Kent
ME19 4JQ

Scottish Widows PLC
PO Box 883
Leeds
LS1 9TY

Independent examiner

L Thurston FCCA
Lovewell Blake LLP
Chartered accountants
First Floor Suite
2 Hillside Business Park
Bury St Edmunds
IP32 7EA

Objectives and activities

The Charity's objects are to provide assistance, advice, representation and services which will directly relieve the need or disability of vulnerable people and to promote, organise and facilitate the co-operation and partnership working between third sector, statutory and other relevant bodies in the achievement of the purposes within the area of benefit including Cambridgeshire, Essex, Norfolk and Suffolk.

In shaping our objectives for the future and planning our activities, the Trustees have considered the Charity Commission's guidance on public benefit. The Trustees give careful consideration to the accessibility of its services for those on low incomes. The money Ace (Anglia) Limited gets is mostly from grants. Ace will charge a fee to an organisation to cover the costs of some of the work we do. For example our easy read translation service. All the advocacy services at Ace (Anglia) Limited are free at the point of contact. No charge is made for people with learning disabilities.

Achievements and performance

The Charity's aims during the year have continued to be:

- To support people to have a powerful and effective voice.
- To support people to be in control of their lives and in control of the support they get.
- Providing an independent forum for people to get their views heard and to be involved in the local authority, health and other agency planning processes affecting their lives.
- To support people to speak up and make decisions in all areas of their life.

In March 2020, the country went into a national lockdown in response to the COVID-19 pandemic. Ace had temporarily closed its offices prior to the lockdown and asked all employees to work from home in order to keep them safe. This meant that Ace employees were now providing advocacy virtually rather than face-face. We provided everyone with office equipment to work from home and devised new working from home policies. The whole team had to develop new skills and methods of working to fulfil their roles. We did not cancel meetings, change any immediate plans or furlough any staff.

Group advocacy sessions became online group meetings, conferences were online as well as our TVS, one to one, advocacy service. The whole team worked extremely hard to make the adjustments and find ways to work with people with a learning disability and/or autism. This included supporting and teaching people how to use technology.

As a team, we made regular wellbeing calls to people that were known to us to ensure they were not isolated. We also had weekly online meetings with the trustees and weekly online staff meetings.

As the lockdown measures eased, and because advocacy workers were classed as critical, we were able to find ways to make essential visits to those who lacked capacity or were unable to use technology. We developed a risk assessment form for each proposed visit, provided the staff with full PPE. They were asked to remain 2m apart and outside, if possible.

Initially, moving online was a huge challenge, but the team soon adapted and became extremely efficient at working from home. The team have discovered new and innovative ways of working and are using a blended approach to their work. However, it was decided that in order to keep the team safe, we would continue to work from home, rather than return to the office.

Self-Advocacy - Achievements and performance

Suffolk People First
15th May 2020 - Staying safe
45 Tickets Sold. 300 views.

Suffolk People First
25th September 2020- Health and Wellbeing
73 Tickets Sold. 750 views

Suffolk People First
4th December 2020 - Relationship Conference
69 Tickets Sold. 690 views

Suffolk People First
Feb 26th 2021- Health, and Covid-19 Vaccine
Mental Health and Wellbeing
89 tickets sold. 590 views

Achievements and performance ***(continued)***

March 2020

- Co-production Peer Leadership Programme Adass (Cambridge)
- Support Self Advocates to work with greater Anglia for the making of a Hidden Disabilities awareness film for staff training

April 2020

- Work ready toolkit voiceover
- Online Self Advocacy Meetings started
- Extraordinary meeting COVID Response Suffolk Learning Disability Partnership board
- Supporting people to get online through our wellbeing calls and making easy read guides to support people

May 2020

- Interview with Pete Devlin
- University of Suffolk Online Presentation
- Doing reviews differently, working in co-production. This would form an amazing piece of work see link www.suffolkordinarylives.co.uk/home/social-care-reviews/

July 2020

- James Hazel radio show (Promoting ACE)
- Talk Tech 2 Online Conference 70 Tickets Sold, 325 views

August 2020

- Self-Advocacy and Families Supporting each other: Meeting 12
- Mark Murphy Show BBC Radio
- Mark, Andrea, Health watch video www.youtube.com/watch?v=_5IVJ9-CLhM

September 2020

- Strategy refresh Online
- Hate Crime Network
- National Hate Crime Awareness Week

October 2020

- Webinar for LD England supporting peer educators to present
- Supported a self-advocate to take part in the interviews for Director of Social care for SCC
- We started our Resilience and wellbeing training

November 2020

- Facilitating a co-production. even for the Joint Health and Social Care Strategy Refresh board meeting
- BBC Suffolk Community Forum

December 2020

- ACE Hosting Mid Suffolk Disability Forum
- "Getting Tech to Support People" webinar (Skills for care presentation)
- Filling the Gaps Open University Research event (Presented with one of our self-advocates)

Achievements and performance ***(continued)***

February 2021

- Filming in preparation for the vaccination campaigns. Two of our films were used nationally

www.aceanglia.com/resource/james-covid-19-vaccine-story/

March 2021

- Co-produced piece of work with Cohesion, supporting self -advocates

From April 2020 to March 2021, we facilitated 44 self-Advocacy meetings online

Peer Educator Project Co-ordinators - achievements and performance

Staff

Daisy went on maternity leave in October 2020 until August 2021.

September 2020 - Abbie joined the team.

March 2020

- Supporting self-advocates to events such as ADASS Co-production Peer Leadership Programme.
- Attending Core Skills Workshops
- Attending LeDeR Working Group
- Co-production work for 3 C's discrimination presentation.

April 2020

- Support self-advocates to ADASS Co-production meeting
- Suffolk Learning Disability Partnership Board
- Attended Core Skills Workshop
- Create Easy Read guides for various Covid-19 related information.
- Weekly wellbeing calls to individual's
- Health and Wellbeing Meeting set up
- NHS England Peer Educator project
- Covid response meetings for Ace Anglia and Learning Disability Partnership websites set up.
- Attending Skills for Care Getting Tech and Advice to People meeting
- Present Annual health check information to University of Suffolk students

May 2020

- Interviews with self-advocates on health and Covid-19 experiences
- Wellbeing calls
- Attended Core Skills Workshop
- Weekly Health and Wellbeing meeting (ongoing every week)
- Suffolk People First online - easy read rules for online meetings created
- Annual health check information added to website and shared
- Assisted individuals to get online and practice using Zoom - also filmed experiences

Achievements and performance ***(continued)***

June 2020

- Attended VCSE Leaders meetings
- Supported people to sign up to music course online
- Filmed hospital/experience stories during Covid-19 for NHS England
- Reuse of medication easy read produced
- Annual health check updated information made into easy read and shared
- Subtitling films for David
- Dr Ben, invited to health meetings and attends and filmed with new mask rules and what to expect at the GP surgery

July 2020

- Collect and support with weekly blogs for self-advocates and post online
- Adapt pre-health check questionnaire
- Easy read crib sheets annual health checks
- Subtitle films
- Support Self-advocates to interview healthcare practitioners detailing their job and how it has changed due to Covid-19

August 2020

- Health Peer Educators joined Papworth Trust radio to talk about annual health checks
- Record latest information for SLDP online
- Check talking texts for Peer Educator projects
- Annual Health Check Campaign meeting
- Reasonable adjustment easy read created
- Flu crib sheet for NHS England created
- Emails and mail out of annual health check posters and postcards

September 2020

- Easy read annual health check and flu invitations for GP use co-produced
- GSK Funding application
- Attend Papworth Trust podcast weekly with Health Peer Educator
- Meeting self-advocacy groups around England to discuss annual health checks and using our material
- Handover begins to Abbie for Daisy to go on maternity leave

October 2020

- Tackling discrimination in the East meetings
- Project support meetings
- Change and practice annual health check workshop to online

November 2020

- Annual health check project practice
- Co-production and Comms Cervical screening meeting attended
- Weekly Health and wellbeing meetings planned for a year
- Annual Health Check workshops begin being delivered online

Achievements and performance ***(continued)***

December 2020

- Delivered online workshops for annual health check project
- Suffolk People First event
- Flu vaccine workshop co-produced and practiced
- Monthly meetings with liaison nurses

January 2021

- Tackling Discrimination project script and presentation tidy
- Providers contacted with annual health check and flu information
- Vaccine LD health meeting had 50 people attend

February 2021

- Law Centre training
- Attended LD England and self-advocacy meetings
- Subtitles for films
- Recording financial isolation films
- Health Peer Educators present topics on Asperger's and Down's Syndrome to increase understanding
- Reasonable Adjustments meeting to co-produce training for staff

March 2021

- Abbie and brother on ITV Anglia TV on vaccines for people with LD
- Reasonable adjustments filming
- Law Centre project practice delivery
- Arranging workshops and sending scripts out
- Attended LeDeR annual report and action meeting
- Film made with Skills for Care
- SLDP Board meeting

Achievements and performance ***(continued)***

Formal Advocacy - Achievements and performance

The Total Voice Suffolk partnership brings together a range of experienced advocacy providers in Suffolk. The TVS partnership is formed of Ace Anglia, VoiceAbility, Impact, Age UK Suffolk, Suffolk Family Carers, RAD and Suffolk User Forum.

This contract combines statutory and formal advocacy with community advocacy. This year we have continued to work in this successful partnership.

Ace has 3 full time advocates and 2 part time delivering 400 hours per month via the TVS contract. Anita left Ace Anglia at the end of March 2020 to begin her social work degree.

Case supervisions remain the priority for managing caseloads and for reviewing and auditing practices. The communication within the team works well, each person understanding their strengths and sharing relevant and new information.

The pandemic has not had an impact on the quality of the advocacy but, initially, it impacted the number of referrals being made. TVS saw a drop in referrals, but no easements were made by the LA, only changes taking place within the service.

- COVID 19 teams were set up, for example the Leading Lives Safety Net service
- The LA and the NHS seconded staff to different teams

The change to remote working has enabled some people to be more involved in the process for example, people who can't travel for meetings and preferred not to be in a room with lots of professionals. It has also meant that the advocates are able to take on more cases with less travel involved.

Gathering the case information to help and support a person, through their advocacy journey and with signposting has been a more positive experience. Local services that were only known to health and social care began advertising themselves and how to access them.

We continue to champion consideration for reasonable adjustments and consideration for individuals to speak up and feedback about their personal experiences.

Training / Knowledge sharing

The TVS advocates have taken part in -

- Positive Behaviour Support (PBS) training
- Advocacy in the Coronavirus Pandemic
- Donning and offing PPE
- Doing Reviews Differently
- Working In Partnership with Families - working group
- Presented the TVS Advocacy Presentation to Sendiass to answer questions about eligibility and the referral process

Accessible information - achievements and performance

People tell us it is important to have accessible information. Ace offer a high quality, reliable translation service to our clients for health and social care organisations working across Suffolk and the Eastern region. We have excellent feedback for this work from our clients. This service generates funding for the organisation.

This service has continued to develop and is in high demand due to the implementation of the Accessible Information Standard.

Achievements and performance *(continued)*

Easy Read

- How-to Guides for Zoom, Teams and WhatsApp
- "ItsOKNotToBeOk" posters for social media produced after first lockdown for Public Health Suffolk
- Photo consent for Mid Essex CCG
- Consultation document and questionnaire for Mid and South Essex CCGs
- Suicide Prevention leaflet and talking text for Public Health Suffolk
- Annual Health Check fillable invite for NHS England
- Alcove guide and letter for Essex County Council
- COVID Information for Workers guide for Public Health Suffolk
- LeDeR Coronavirus Deaths booklet for NHS England and NHS Improvement
- LeDeR Actions for Learning booklet for NHS England and NHS Improvement
- Learning Disability and Autism Pathways for Transformation Alliance
- Flu Vaccination crib sheets for people with learning disabilities, support workers and GP surgeries
- Flu Vaccine Supply Statement for NHS England
- Health Inequalities Summary for NHS England
- Healthy Suffolk Webpage design for Learning Disability Hub
- Advocate Introduction letter for Ace Anglia
- Letters to Love Ones booklet for East Suffolk & North Essex NHS Foundation Trust
- Public Health Suffolk Annual Reports
- Reuse of Medication booklet for NHS England
- Pulse Oximeter guide for NHS England
- Staying Safe Online - Talking Texts
- Feedback Form for Work Well Suffolk
- Easy Read partners to the NHS LeDeR Independent Advisory Group (Easy Read Agenda and Minutes)
- Easy Read Message Cascaders for Public Health Suffolk
- Easy Read Healthy Start Scheme document for Public Health Suffolk
- Easy Read C(E)TR Policy COVID-19 Addition for NHS England and NHS Improvement
- Various Easy Read documents for Work Well Suffolk
- Easy Read information on GP Practices for Mid and South Essex Health and Care Partnership
- Annual Health Checks crib sheets for people with learning disabilities, support workers and GP surgeries

Presentations

We adapted well to the pandemic and moved our conferences online via Zoom

- Accessible presentations for Online Suffolk People First
- Accessible presentations for Online Talk Tech
- Online Engagement Event for Mental Health Alliance
- Skill for Care Presentation

Resources and Videos

- Doing Reviews Differently: set of easy read booklets co-produced with Suffolk County Council explaining the review process and introducing online reviews

- Interviews with people with Learning Disabilities and autistic people, giving them a voice to share stories about the pandemic

- People with Learning Disabilities and autistic people interviewing professionals from NHS, Suffolk County Council and provider organisations

- Dr Ben series of short videos answering questions about Covid-19, rules and restrictions, what to expect at a GP surgery, and how to keep safe

Achievements and performance *(continued)*

- Work Ready Resources: 17 Easy Read booklets to support people with a learning disability looking for a job. 4 videos of people with a learning disability telling their stories about working. 1 talking text to introduce the project

Suffolk Ordinary Lives Website - www.suffolkordinarylives.org

- Covid-19 Response Easy Read information booklets through first 6 months of pandemic
- Averaging 43,00 visits to website between April 2019 and March 2020
- 250 posts this year
- 60 Accessible Resources uploaded
- Daily twitter reposts of information from other organisations

Websites and social media

www.aceanglia.com

The Ace Anglia website is being used to showcase our projects and the work of self-advocates.

Social media

ACE use various social media platforms to promote self- advocacy groups, Projects conferences and events. Our social media presence has been steadily growing and staff who need it have access to it.

We use Facebook, Twitter, Instagram, YouTube and Vimeo. These are all connected to our website, so we can link stories back and forth. We initially had some training from our web developer (Purple Hippo) to support and show us how to do this.

One of the ways we have used our website is to embed film via Vimeo, this looks professional and is easy to do. Twitter is also a very good way to capture moments in time when looking back at our achievements.

Presentations

Ace believe it is important to tell people about the work that we do. Self-advocates produce and deliver these presentations to provider organisations and groups.

Below are some of the organisations we have shared our work with -

- UEA
- University of Suffolk
- NHS England
- LD England
- Self-Advocacy groups
- Health and Social and care

Partners and collaborators

Ace have formed a wide range of successful partnership relationships with organisations in Suffolk. This lists **some** of the many organisations & individuals we work with -

- LDE Learning Disability England
- Suffolk Family Carers
- SPCN
- SUF
- VoiceAbility

Achievements and performance *(continued)*

- Age UK Suffolk
- IMPACT
- Leading Lives
- Healthwatch Suffolk
- Avenues East
- Inclusion East
- Suffolk County Council
- NHS England
- Ipswich and East Suffolk CCG
- West Suffolk CCG
- Great Yarmouth and Waveney CCG
- North Herts People First
- Learning Disability Liaison Nurses NSF
- Norfolk and Suffolk Foundation Trust
- United Response
- Dimensions
- The Houses of Parliament
- Orwell Housing
- Suffolk Police
- ISCRE
- Travel training SCC
- Opening Doors -Norfolk
- Ipswich Hospital
- Suffolk Artlink
- University of Suffolk

Financial review

Income from donations and legacies increased in the year to £334,978 (2020: £179,136) which has contributed to an overall increase in total income which amounted to £467,861 (2020: £321,058). Expenditure on charitable activities during the year totalled £361,713 (2020: £346,745). The net movement on unrestricted funds amounted to a surplus of £106,148 (2020: deficit of £25,687) as at the year end date.

Principal funding sources

The principal funding source for the charity for the year was the grants received from Suffolk County Council and income from Total Voice Suffolk. We were also funded by various health bodies, IESCCG, WSCCG, NHS England and we have had opportunities for project work with LD England and Public Health Suffolk.

New business has been generated through work on supporting people through the COVID crisis and developing Accessible Information resources for local and national agencies.

Reserves policy

The trustees' policy is to maintain adequate reserves for the following purposes:

- To enable the Charity to fulfill statutory and legal obligations to employees and others;
- To provide a contingency fund to meet unforeseen falls in income or increases in expenditure;
- To allow for the orderly wind up of the Charity if required.

Based on this policy and the current level of economic uncertainty, the Trustees general aim is to maintain reserves which are the equivalent of no less than six month's expenditure which would amount to £180,857 (2020: £173,373). Against a background of considerable change in the provision and funding of care and significant uncertainty regarding the Charity's sources of income the Trustees have accumulated reserves above this level and at 31 March 2021 the Charity's free reserves amount to £354,886 (2020: £272,776).

The Trustees plan to utilise reserves over the next twelve months in supporting the Charity's sustainability, investing in project development, increasing staff resilience through developing and funding women's health and mental health policies and updating the Charity's IT resources.

Plans for future periods

- Continue to support the Learning Disability Strategy for Suffolk
- Look for sustainable funding options for Ace
- Continue to ensure people have a voice
- Employ an organisation to look at Ace going forward
- Continue to work in co-production
- Produce high quality accessible information
- Support its staff team
- Strengthen its trustee board
- To secure funding to enable Ace to work in partnership locally regionally and nationally
- Explore digital opportunities
- Develop the Accessible information department and website - by recruiting a FT member of staff member to redesign and update our website
- Introduce the ideas and changes to self and group advocacy developed in previous year
- Work in co-production. with Total Voice Suffolk partner organisations to secure ongoing formal advocacy contracts

Structure, governance and management

Governing Document and Principal activities

ACE (Anglia) Limited is a registered Charity and a company limited by guarantee. The charitable company was incorporated on 8 March 2013 (number 08436073) and became a registered Charity number (number 1153773) on 12 September 2013. The company was established under a Memorandum of Association, which sets out its objects and powers and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

The charitable company took over the activities of the previous unincorporated Charity, registered number 1021800, which had been operational as a registered Charity since 1993.

Recruitment and Appointment to the Board of Trustees

The directors of the company are also Charity Trustees for the purposes of charity law. Under the Memorandum and Articles of Association, members may appoint a Trustee at any general meeting. The Trustees may also appoint a person willing to act as a trustee but they must be re-appointed by the members at the next annual general meeting. One third of the Trustees retire in rotation but are eligible for re-election.

The current Trustees, who are also directors for the purposes of the Companies Act, are shown on the reference and administrative details of these accounts. Trustees are invited to serve for a minimum of 4 years and new Trustees may be co-opted.

Further Trustees may be appointed at any time, at the discretion of the Trustees in accordance with the Charity's recruitment policy.

Trustee Induction and Training

The current Trustees are familiar with the work of the Charity. New Trustees meet with the Chair and CEO to familiarise themselves with the Charity and the context within which it operates. Each Trustee is given a specific oversight responsibility to an area of the Charity's work. The meeting would cover:

- The obligations of being a Trustee.
- An overview of the services which the Charity provides.
- The main documents which set out the operational framework for the Charity including the constitution.
- The financial position as set out in the latest published accounts.
- Future plans and objectives.

Organisational Structure

The Charity is governed by the Trustees, who meet at least 4 times a year, and are responsible for the strategic direction and policy of the Charity.

The advisory group is made up of experts by experience. This strong team of self-advocates look at what people with learning disabilities are telling us in our groups, conferences and consultations. They feed this information into the board of Trustees and work with them and the staff team to coproduce a plan for the future work of the organisation.

The Charity employs a Chief Executive who is responsible for the day to day provision of services, ensuring that project objectives are met managing the team of advocates, administrative staff and volunteers. This is achieved with the support of project leads.

Risk management

The Trustees have reviewed the financial and operating risks pertaining to the Charity and identified key risks to the Charity. Policies and procedures are in place to mitigate the risks identified. The board reviews and re-appraises risk on an on-going basis.

Independent examiner reappointment

A resolution to appoint L Thurston of Lovewell Blake LLP as independent examiner will be proposed at the next trustees meeting.

Small company provisions

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

The trustees' annual report was approved on 22/12/21 and signed on behalf of the board of trustees by:

M. J. C.

M Crawley
Trustee

Ace (Anglia) Limited

Company Limited by Guarantee

Independent examiner's report to the trustees of Ace (Anglia) Limited

Year ended 31 March 2021

I report to the charity trustees on my examination of the financial statements of the company for the year ended 31 March 2021 which comprise the statement of financial activities (including income and expenditure account), balance sheet and the related notes.

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 financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements 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 company's financial statements 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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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 that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or

2. the financial statements do not accord with those records; or

3. the financial statements 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 financial statements 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.

LS Thurston 22/12/21

L Thurston FCCA
Independent Examiner

Lovewell Blake LLP
Chartered accountants
First Floor Suite
2 Hillside Business Park
Bury St Edmunds
IP32 7EA

Ace (Anglia) Limited

Company Limited by Guarantee

Statement of financial activities (including income and expenditure account)

Year ended 31 March 2021

	Note	2021 Unrestricted funds £	2021 Total funds £	2020 Total funds £
Income and endowments				
Donations and legacies	5	334,978	334,978	179,136
Charitable activities	6	132,726	132,726	141,746
Investment income	7	157	157	176
Total income		467,861	467,861	321,058
Expenditure				
Charitable activities	8	361,713	361,713	346,745
Total expenditure		361,713	361,713	346,745
Net income/(expenditure) and net movement in funds		106,148	106,148	(25,687)
Reconciliation of funds				
Total funds brought forward		358,561	358,561	384,248
Total funds carried forward		464,709	464,709	358,561

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

Ace (Anglia) Limited

Company Limited by Guarantee

Balance sheet

31 March 2021

	Note	2021 £	2021 £	2020 £	2020 £
Fixed assets					
Tangible fixed assets	11		9,668		6,170
Current assets					
Debtors	12	74,749		39,563	
Cash at bank and in hand		392,269		321,047	
		467,018		360,610	
Creditors: Amounts falling due within one year	13	(11,977)		(8,219)	
Net current assets			455,041		352,391
Total assets less current liabilities			464,709		358,561
Net assets			464,709		358,561
Funds of the charity					
Unrestricted funds			464,709		358,561
Total charity funds	15		464,709		358,561

For the year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 22.12.21, and are signed on behalf of the board by:

M Crawley
Trustee

Company registration number: 08436073

The notes on pages 20 to 27 form part of these financial statements.

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Red Gables, Ipswich Road, Stowmarket, Suffolk, IP14 1BE.

2. Statement of compliance

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

3. Accounting policies

Basis of preparation

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

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

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Trustees have taken into account the impact of Covid-19 when assessing going concern.

Fund accounting

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

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

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

Income

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

3. **Accounting policies** *(continued)*

Income *(continued)*

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

Expenditure

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

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

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

Operating leases

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

Tangible assets

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

3. **Accounting policies** *(continued)*

Depreciation

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

Office equipment	-	25% straight line

Impairment of fixed assets

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

Financial instruments

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

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

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

4. **Limited by guarantee**

The charity is a company limited by guarantee and does not have share capital. Every member of the charity undertakes to contribute such amounts, not exceeding £10 as may be required in the event of a winding up.

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2020**
Donations			
Donations	526	–	526
Grants			
Suffolk County Council	145,650	–	145,650
NHS Ipswich & East Suffolk CCG	132,540	–	132,540
West Suffolk CCG	16,450	–	16,450
NHS England & NHS Improvements	24,085	–	24,085
Norfolk & Suffolk FT	4,440	–	4,440
Learning Disability England	2,427	–	2,427
Other Grants	8,860	–	8,860
	334,978	–	334,978

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2020**
Donations			
Donations	5,744	–	5,744
Grants			
Suffolk County Council	149,110	–	149,110
NHS Ipswich & East Suffolk CCG	577	–	577
West Suffolk CCG	120	–	120
NHS England & NHS Improvements	10,000	–	10,000
Norfolk & Suffolk FT	5,665	–	5,665
Learning Disability England	3,800	–	3,800
Leading Lives	2,750	–	2,750
Other Grants	1,370	–	1,370
	179,136	–	179,136

6. Charitable activities

	Unrestricted Funds £	**Total Funds 2021 £**	Unrestricted Funds £	Total Funds 2020 £
Advocacy and other services	132,726	132,726	141,746	141,746

7. Investment income

	Unrestricted Funds £	**Total Funds 2021 £**	Unrestricted Funds £	Total Funds 2020 £
Interest on bank deposits	157	157	176	176

8. Expenditure on charitable activities

	Unrestricted Funds £	**Total Funds 2021 £**	Unrestricted Funds £	Total Funds 2020 £
Staff costs	263,864	263,864	257,753	257,753
Staff travel expenses	3,215	3,215	11,095	11,095
Staff and advocate training	1,577	1,577	2,180	2,180
Staff recruitment	1,084	1,084	48	48
Transport costs	44	44	2,734	2,734
Finance charges	1,796	1,796	2,131	2,131
Venue hire	–	–	1,143	1,143
Professional fees	16,011	16,011	6,257	6,257
Support costs	74,122	74,122	63,404	63,404
	361,713	361,713	346,745	346,745

Analysis of support costs

	2021 £	2020 £
Rent	12,996	15,376
Telephone	5,843	5,835
Postage and stationery	1,156	1,441
Insurance	1,962	1,833
Advertising	–	6,309
Computer costs	41,904	21,091
Sundry expenses	4,106	5,711
Depreciation	3,320	3,606
Independent examination fee	1,860	2,077
Loss on fixed assets	–	125
Bad debt write off	975	–
	74,122	63,404

9. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021 £	2020 £
Wages and salaries	241,019	235,357
Social security costs	17,746	17,334
Employer contributions to pension plans	5,099	5,062
	263,864	257,753

The average head count of employees during the year was 12 (2020: 13).

Key Management Personnel

The Key Management Personnel comprise the senior management team as listed on the reference and administrative details in the accounts. The total amount of employee benefits (including pension contributions) received by senior management for their services to the charity was £56,289 (2020: £48,728).

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

10. Trustee remuneration and expenses

No trustee received any remuneration during the year (2020: £Nil). One trustee was reimbursed expenses of £Nil during the year (2020: £60).

11. Tangible fixed assets

	Office equipment £
Cost	
At 1 April 2020	26,050
Additions	6,818
At 31 March 2021	32,868
Depreciation	
At 1 April 2020	19,880
Disposals	3,320
At 31 March 2021	23,200
Carrying amount	
At 31 March 2021	9,668
At 31 March 2020	6,170

12. Debtors

	2021 £	2020 £
Trade debtors	70,100	34,286
Prepayments and accrued income	4,649	5,277
	74,749	39,563

13. Creditors: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	4,223	313
Accruals and deferred income	1,818	1,818
Social security and other taxes	4,912	5,133
Other creditors	1,024	955
	11,977	8,219

14. Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to the defined contribution plans was £5,099 (2020: £5,062).

15. Analysis of charitable funds

Year ended 31 March 2021

General funds

	At 1 April 2020	Income	Expenditure	Transfers	At 31 March 2021
	£	£	£	£	£
General Funds	278,946	447,011	(361,403)	–	364,554

Designated funds

	At 1 April 2020	Income	Expenditure	Transfers	At 31 March 2021
	£	£	£	£	£
Contingency Funds	70,525	–	–	–	70,525
Big Messages	9,090	–	–	–	9,090
Accessible Information	–	20,850	(310)	–	20,540
	79,615	20,850	(310)	–	100,155
Total funds	358,561	467,861	(361,713)	–	464,709

Year ended 31 March 2020

General funds

	At 1 April 2019	Income	Expenditure	Transfers	At 31 March 2020
	£	£	£	£	£
General Funds	304,633	309,918	(335,605)	–	278,946

Designated funds

	At 1 April 2019	Income	Expenditure	Transfers	At 31 March 2020
	£	£	£	£	£
Contingency Funds	70,525	–	–	–	70,525
Big Messages	9,090	–	–	–	9,090
Accessible Information	–	11,140	(11,140)	–	–
	79,615	11,140	(11,140)	–	79,615
Total funds	384,248	321,058	(346,745)	–	358,561

Purposes of designated funds:

Contingency Funds - this fund represents amounts set aside in a separate bank account, adopted as a formal designated fund under a previous annual review. The fund aims to cover contingency expenses such as redundancy and wages should the charity need to cover such costs for closure or winding up. The designated fund is reviewed periodically.

Big Messages – income designated to promote SCC services for people with learning disabilities.

Accessible Information – production of accessible information conforming to the accessible information standards 2017.

16. Analysis of net assets between funds

As at 31 December 2021

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Tangible fixed assets	9,668	–	9,668
Current assets	455,041	–	455,041
Net Assets	464,709	–	464,709

As at 31 December 2020

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Tangible fixed assets	6,170	–	6,170
Current assets	352,391	–	352,391
Net Assets	358,561	–	358,561

17. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2021 £	2020 £
Not later than 1 year	114	1,368
Later than 1 year and not later than 5 years	–	114
	114	1,482

18. Related parties

The Charity made payments in respect of related party transactions amounting to £27,443 (2020: £7,472) to Thinklusive C.I.C a company controlled by M Clark, the son of A Clark who is a key management personnel of the Charity. The Charity also made payments in respect of transactions amounting to £48 (2020: £Nil) to I Akers and £Nil (2020: £1,062) to Jane Warden Corporate, suppliers that are additional close relations to A Clark.

These transactions were made on normal commercial terms. The charity had no other related party transactions in this or the prior year.