

**Charity Number: 1162662**

**Company Registration Number: 08743407 (England and Wales)**

**SWANAGE AND PURBECK DEVELOPMENT TRUST  
TRUSTEES REPORT AND FINANCIAL STATEMENTS  
YEAR ENDED 31 OCTOBER 2020**

## SWANAGE AND PURBECK DEVELOPMENT TRUST

### COMPANY INFORMATION

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<b>Trustees</b>	Mr Robert William Foster Mrs Kim Gallagher Mr Melvyn Leslie Norris Mr Desmond Richard Robin Sutcliffe Mr Cliff Frank Victor Sutton Mr Robin James Sinclair Taylor Mr David Stephen Williams
<b>Company number</b>	08743407
<b>Charity number</b>	1162662
<b>Registered Office</b>	Herston Cross House 230 High Street Swanage Dorset BH19 2PQ
<b>Independent Examiner</b>	Christina Moncur FCCA DChA Canopy Accounting 4 Alexandra Mews 70 Langdon Road Poole BH14 9EA

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## **SWANAGE AND PURBECK DEVELOPMENT TRUST**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 OCTOBER 2020**

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The trustees (who are also directors for the purposes of company law) present their report and the financial statements of the company for the year ended 31 October 2020.

#### **Mission and Principal Activity**

The mission of Swanage and Purbeck Development Trust is to be a delivery organisation, advisor and catalyst for projects designed to meet local need and support the long-term revitalisation of Swanage and the surrounding areas. Its plans and activities include the establishment and development of income generating asset bases to ensure future viability and sustainability. It also provides pooled charitable resources, advice, and support to other organisations sharing the same objectives, thereby offering economies of scale and reduced operating costs.

The Trust manages a range of projects to meet the needs of the community and in particular relief from poverty, ill health and disadvantage, encouragement of increased employment opportunities and improved access to arts, culture and fitness activities. It also works collaboratively with other key stakeholders, including local and statutory authorities, to provide the community with key projects which are essential to meet local needs and address social and economic deprivation.

In all its activities the Trustees have due regard to the Charity Commission's guidance on public benefit.

#### **OBJECTIVES AND ACTIVITIES**

##### **ACHIEVEMENTS, PERFORMANCE, AND FUTURE PLANS**

The Covid-19 pandemic and associated regulations introduced in March 2020 curtailed much of the Trust's work during the period under report, although some limited activity continued, when and where possible, with full regard to the prevailing restrictions. As the roadmap out of lockdown progresses the planning of the main Board and individual Projects is focused on gradually re-starting and developing activities to address the longer term consequences of the pandemic.

**The main Trust** offers strategic direction and administrative and supervisory oversight of the Projects. It meets central expenses and provides financial services to the Projects, paying and collecting insurance premiums and receiving and distributing Gift Aided donations.

The Board has continued to meet on a monthly basis and to hold quarterly meetings with the Projects, all digitally on Zoom, to provide information and support.

In addition to its core activities described above, the Trust has been working since last year in partnership with Swanage Museum to reinstate the historic Prince Albert Memorial obelisk in a new location. Originally installed in 1862 to commemorate the Prince's death and lifetime achievements, it fell into disrepair and was removed but its new location in the local Council owned Prince Albert Gardens will enhance an already scenic public amenity. The re-commissioning has been funded by a generous personal donor and the work will be completed by July 2021.

## SWANAGE AND PURBECK DEVELOPMENT TRUST

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 OCTOBER 2020

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**Art Workshop Swanage** has used regular newsletters to maintain member contact, including suggestions for activities. There was also occasional individual phone contact to provide support to vulnerable members. Grants from The Valentine Trust and Dorset Council (Covid-19 relief scheme) and reduced costs have ensured financial stability. Following relaxation of restrictions a Friday Art & Craft class has re-commenced since mid-April.

**Swanage Community Defibrillator Partnership** has undertaken necessary monitoring and maintenance throughout the restrictions and the service continues to prove its worth with its 35 devices deployed 80 times over the past 6 years of operation. Current and future plans involve fundraising to replace batteries and other parts to ensure good working order, and training and familiarisation sessions. The siting of defibrillators is kept under regular review for most effective local coverage.

**Swanage Area Dementia Friendly Community's** group cognitive sessions have been inevitably curtailed, albeit with some telephone contact via their "Buddies" contact scheme. Accumulated funding has facilitated support to the National Helpline for Dementia UK and a substantial contribution towards maintenance of the Admiral nurse service in Purbeck. The Wareham based **Dementia Friendly Purbeck's** activities have been similarly curtailed but both are focused on re-commencing face-to-face contact as soon as conditions allow for their especially clientele.

The pandemic has had a significant effect on **"The Centre"** both in income and use by the community, having necessarily closed for lettings in March 2020. However, this was partially mitigated by our regular tenant, Explorers, providers of wraparound childcare facilities, being able to continue activities, apart from April and May 2020. Grants administered by Dorset Council under the Government's various Covid-19 relief schemes have also helped considerably in covering ongoing maintenance of the premises and loss of letting income. Current activity is focused on re-opening the youth club facility as soon as possible, (using for convenience the Trust's other premises at Herston Village Hall), and availability for bookings as soon as conditions fully allow. It is also envisaged that The Centre will provide a key role in the Swanage Wellbeing Initiative in current planning, (see FUTURE PLANS), as well as continuing its core function as a venue for community events and festivals.

The various lockdowns have caused **Linking Lives Swanage**, (previously Link Visiting), to focus on developing telephone links via audio and visual technology to maintain and develop personal contacts. Demand for Place of Welcome sessions, previously well attended, has led the committee to seek larger premises for when indoor social contact restrictions are lifted; and fruitful contacts with the local CCG local prescriber have been developed to publicise LLV's services. It is in a strong financial position from grants, a legacy and donations to maintain and develop its activities.

**Swanage Action for Refugees (SAR)** has been able to continue giving social, practical and financial support to a locally based family under the Home Office Refugee Programme for refugees from war torn Syria. Monthly and annual donations, mostly via standing orders and Gift Aid, provide a loyal and stable funding base for current and future activities.

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

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**Swanage Volunteer Bureau** remit remains to provide a service to local organisations and the community to raise awareness and increase volunteering in the town. Although weekly attendance in the library has been necessarily curtailed, SVB played its part in signposting volunteers to the activities of the Swanage Community Coronavirus Response initiative, (see following.). Plans are for SVB's ongoing work to be gradually integrated with that of the Swanage Wellbeing initiative.

**Swanage Community Coronavirus Response** group was set up from scratch in early 2020, establishing a network of 130 volunteers, offering practical help and support to a similar number of local people during the course of the pandemic. To facilitate its work, a substantial communications network was developed via Facebook, website and volunteer mailing list. A Dorset Community Foundation grant was also obtained to distribute arts and resources packs to all the free school meals primary age children in Swanage. The group plans to support the community by whatever means it can until the pandemic is functionally at an end; and, thereafter, drawing on its experience and learnings, to develop broader engagement with social and public health access in Swanage via the Swanage Wellbeing initiative.

**Swanage Community Forum** has demonstrated its interest and support for the town during the pandemic in a very practical way by compiling and widely distributing a very successful and well regarded monthly Covid newsletter. Inevitably, social activity such as the Winter season Film Club has not been possible but activities will re-open as soon as circumstances allow with the majority of the project's volunteers keen to resume involvement.

The **Swanage Jazz Club** awaits clear indication of when it will be safe to stage live events again. Its finances remain in good shape to ensure secure spaces for all events and the ongoing viability of the Club.

**Friends of Sandford Surgery's** remit remains to raise funds for provision of equipment and amenities for patient benefit. During the past year it has contributed to installation at the surgery of a computer programme, "Genpra" to enhance patient facilities.

**Swanage Library Friends'** objective remains, when circumstances allow, to increase the footfall and usage of the library by promoting it within the community, and to install a dementia friendly garden to the rear of the library. The lease for the latter has now been agreed with Dorset Council and a grant towards some of the costs is available; the project's focus will now be on raising additional funds to bring their plans to fruition.

**Friends of MS Purbeck**, as with the rest of the Trust's projects, have resorted to social media and the internet etc. to maintain contact and arrange support for those in need. A positive development during the year has been that they have purchased their own disability-friendly mini-bus to be able to transport their members to meetings and social events, when circumstances allow. The inability to fund raise has inevitably depleted resources but this has been mitigated somewhat by a legacy from a deceased member and small donations, thereby maintaining solvency.

## SWANAGE AND PURBECK DEVELOPMENT TRUST

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 OCTOBER 2020

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**Swanage Stroke Club** has maintained monthly contact by telephone with members and is targeting re-commencement of outdoor meetings and events in July, circumstances permitting, albeit suitable transport remains a challenge. Moderate attendance charges for meetings and outings will cover basic club costs and nomination as one of the local Rotary Club President's charities for 2021-2022 should provide a welcome boost to finances.

The **Trevor Chadwick Memorial Project** joined the Trust in October 2020. Its purpose is to commemorate by erection of a statue this former resident of Swanage who played a hitherto unacknowledged and central role in the Kindertransport initiative to rescue Jewish children out of hostile territory before WW2. The cost of the bronze statue, to be erected on the town council's children's recreational ground, will be met by charitable donations for which a funding campaign is currently underway.

The **Greengage Community Garden** became a member of the Trust on 12<sup>th</sup> April 2021 having previously been run under the supervision of Dorset Wildlife Trust. It provides facilities for social and community horticultural activities aimed at promoting health, wellbeing and recreation for local people, on allotment land owned by Swanage Town. Adequate funding exists to continue and develop its work post-DWT and some produce is available for sale back into the community.

The following Projects of the Trust also hold their own Registered Charity status:

Prior to lockdown **Herston Village Hall** was well used by the local community, including the re-formed Swanage Women's Institute. Despite restrictions Friendly Food Club bags were able to be distributed from the Hall, making a positive impact on the lives of local families during the pandemic. Refurbishment plans (apart from redecoration) have been discontinued in favour of fund raising for a new build over the next 2-3 years. Re-opening of facilities to the community is underway in line with relaxation regulations and will make space available for the Swanage Wellbeing Initiative.

Plans for a bespoke leisure and sports facility at the **Days Park Centre** remain in abeyance pending clarification of future funding prospects and the local football club's intentions.

#### FUTURE PLANS

The Trust's immediate priorities are to restore activities to previous levels of operation as soon as is practicable and consistent with relaxation of Covid restrictions.

Additionally, research and planning is currently underway within the Trust to develop a new project, Wellbeing Swanage, in collaboration with Dorset Council, Swanage Town Council, the healthcare services and other local Projects and groups with an interest in promoting healthy living and social support. The plan is to reinforce and develop connections and services to create a resilient community as it emerges from the Covid-19 pandemic and its aftermath and implications for health and wellbeing. Currently funded from existing Trust resources, it will require in due course significant financial and other resources of premises and personnel to achieve its full potential, in which both public and private grant funds will need to play their part.

## **SWANAGE AND PURBECK DEVELOPMENT TRUST**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 OCTOBER 2020**

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#### **FINANCIAL REVIEW**

The Management Committee of each Project is responsible for raising its own funds to support its activities and plans, subject to overview and monitoring by the Trustees.

During the year under review, individual Project fundraising events all but ceased but as indicated above, grants and donations by local authorities and charitable trusts proved a valuable source of support. In consequence, as at the year end the financial resources held by the Trust and the constituent Projects were adequate for immediate needs and the overall financial position stable. This continues to be the position.

#### **RESERVES POLICY**

The Trust's Reserves policies are:

- a. that liquid assets should be maintained sufficient to meet three months' forward operational expenditure. All Projects are encouraged to work to this objective.
- b. that Projects must have regard to building up a pool of reserve assets as contingency against unforeseen events or claims.
- c. capital expenditure commitments are permitted only against agreed lines of funding available for immediate drawdown.

#### **LEGAL AND ADMINISTRATION DETAILS**

The official name of the Charity is Swanage and Purbeck Development Trust. The Charity was incorporated on 22 October 2013, company registration number 08743407, and received its charitable registration on 14 July 2015, charity number 1162662. The registered office of the Charity is situated at Herston Cross House, 230, High Street, Swanage, BH19 2PQ.

Swanage and Purbeck Development Trust is the sole corporate Trustee of The Herston Community Centre, (charity number 284068) and is the relevant legal entity of Days Park Centre (company number 11806469). The charity does not prepare group accounts, but the results of the subsidiaries can be seen in note 13.

#### **TRUSTEES**

The Trustees who served throughout the period and at the date of this report are as follows:

Mr Robert William Foster

Mrs Kim Gallagher

Mr Melvyn Leslie Norris

Mr Desmond Richard Robin Sutcliffe

Mr Cliff Frank Victor Sutton

Mr Robin James Sinclair Taylor

Mr David Stephen Williams



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

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**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Trust follows Charity Commission guidelines, HMRC guidance on the “fit and proper persons” test, and the NCVO code for the voluntary and community sector to ensure effective administration. Upon appointment each trustee is provided with suitable induction material and support.

Safeguarding and Health and Safety matters are kept under periodic review at Board meetings and at quarterly meetings with committee representatives from all the Projects.

**RISK MANAGEMENT**

The Trustees believe that the key risks for the Trust are:

- Ensuring effective management and oversight of the various Projects which have expanded rapidly in number since the Trust was formed.
- Ongoing sourcing of funding, whether from grant making bodies, corporate and personal donations, or local fund-raising events and campaigns. With the general reduction and increased selectivity in grant funding now in evidence, particularly post-Covid, the Board is mindful of long-term sustainability issues.
- Availability and recruitment of suitably experienced and qualified Trustees and Committee members to serve the Trust’s diverse activities.
- Establishment of adequate governance and financial reporting systems to produce a range of financial and other data information for a comprehensive overview of Trust activities for Board purposes.

**The Trustees address these risks via:**

- A Project Operational Manual to which all Projects must adhere. Individual Trustees are assigned to various Projects for support and oversight.
- The Reserves Policy protects against over-spending and the need for access to fund raising expertise will be addressed as regards the major Projects under consideration.
- The Trust is actively seeking suitable personnel for the forthcoming major developments.
- The Board has the services of a professionally qualified Accountant with charity expertise and experience to support this work.

**STAFF**

There are two part-time employees, one of whom provides administration assistance to the Link Visiting Project; and the other to the Swanage Wellbeing Project.

Other than that, all Trustees and Committee members are volunteers. In addition to the 7 main Board members, Management Committee members across all Projects total 90 and in a normal year these are augmented by 200+ helpers at various events and activities.

## **SWANAGE AND PURBECK DEVELOPMENT TRUST**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 OCTOBER 2020**

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#### **FUNDRAISING**

We carry out a variety of fundraising activities in support of the objectives of the charity. These include applications to grant making bodies, corporate and personal donations and fundraising activities in the community.

Fundraising has hitherto been managed internally, without using professional fundraisers. We have received no complaints about our fundraising activities and are GDPR compliant.

#### **INVESTMENTS**

The charity has no investments. Any surplus liquid funds are placed in short-term deposits, which can be accessed rapidly.

#### **Statement of Trustees' Responsibilities**

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

## SWANAGE AND PURBECK DEVELOPMENT TRUST

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 OCTOBER 2020

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The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



Signed by order of the Trustees  
D S Williams  
Hon. Treasurer  
30 June 2021

Registered Office  
Herston Cross House  
230 High Street  
Swanage  
Dorset  
BH19 2PQ

**INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES  
FOR THE YEAR ENDED 31 OCTOBER 2020**

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I report on the accounts of Swanage and Purbeck Development Trust (charity number 1162662) for the period ended 31 October 2020, which are set out on pages 10 to 21.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

**Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

I have completed my examination. In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.



**Christina Moncur FCCA DChA**

4 Alexandra Mews, 70 Langdon Road  
Poole, BH14 9EA

30 June 2021

**SWANAGE AND PURBECK DEVELOPMENT TRUST**

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

	Notes	Unrestricted Funds £	Restricted Funds £	2020 Total £	2019 Total £
<b>Income</b>					
Donations		15,316	124,158	139,474	108,207
Other trading		1,963	5,843	7,806	1,972
Investment income		17	24	41	4
		17,296	130,025	147,321	110,183
Income from charitable activities		8,981	3,517	12,498	46,876
Other income		-	-	-	-
<b>Total income</b>		<b>26,277</b>	<b>133,542</b>	<b>159,819</b>	<b>157,059</b>
<b>Expenditure</b>					
Raising funds	2	-	874	874	3,097
Charitable Activities	2	21,313	70,133	91,446	72,742
<b>Total expenditure</b>		<b>21,313</b>	<b>71,007</b>	<b>92,320</b>	<b>75,839</b>
Net income/(expenditure)		4,964	62,535	67,499	81,220
Transfer between funds		-	-	-	-
<b>Net movement in funds</b>		<b>4,964</b>	<b>62,535</b>	<b>67,499</b>	<b>81,220</b>
Balance brought forward at 1st November 2019		83,793	360,934	444,727	363,507
Balance carried forward 31st October 2020		<b>88,757</b>	<b>423,469</b>	<b>512,226</b>	<b>444,727</b>

All recognised gains and losses during the year are included in the Statement of Financial Activities.

All the activities of the charity are classed as continuing.

The notes on pages 12 to 21 form part of these financial statements.

# SWANAGE AND PURBECK DEVELOPMENT TRUST

## BALANCE SHEET FOR THE YEAR ENDED 31 OCTOBER 2020

			2020		2019
	Notes	Unrestricted Funds £	Restricted Funds £	Total £	Total £
<b>Fixed assets</b>					
Tangible Assets	6	39,381	200,753	240,134	245,013
Investments	7	-	-	-	-
<b>Current assets</b>					
Debtors		2,576	-	2,576	-
Cash at bank		49,311	222,207	271,520	201,164
		51,887	222,207	274,094	201,164
<b>Current liabilities</b>					
Creditors: amounts falling due within one year:	8	2,511	-509	2,002	1,450
<b>Net current assets</b>		49,376	222,718	272,094	199,714
<b>Net assets</b>		<b>88,757</b>	<b>423,469</b>	<b>512,226</b>	<b>444,727</b>
<b>Represented by:</b>					
Restricted Funds	9	-	423,469	423,470	360,934
Unrestricted Funds		88,757	-	88,756	83,793
<b>Total funds</b>		<b>88,757</b>	<b>423,469</b>	<b>512,226</b>	<b>444,727</b>

For the period ended 31 October 2020 the company was entitled to exemption from audit under 477 of the Companies Act 2006 relating to small companies.

- The members have not required the company to obtain an audit of its accounts for the period 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 the accounts.

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

On behalf of the Board of Trustees

*D S Williams*

David Williams  
Treasurer

30 June 2021

The notes on pages 12 to 21 form part of these financial statements.

Company Registration Number: 08743407 (England and Wales)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2020

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**1 Accounting policies**

**1.1 Basis of the preparation of accounts**

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Charity Commission Statement of Recommended Practice - 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 (effective 1 January 2019).

The Trustees confirm that the Charity is a public benefit entity as defined by FRS 102.

At the time of approving the financial statements and after considering the ongoing COVID-19 pandemic, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

The accounting policies have been applied consistently throughout the accounts and the prior year.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

**1.2 Fund accounting**

**1.2.1 Unrestricted Funds**

These funds can be used for any of the charity's purposes.

**1.2.2 Restricted Funds**

These funds have been given to the Trust for a particular purpose to be used in accordance with the wishes of the donor.

**1.3 Depreciation**

Items are capitalised that cost over £1,000 and have an ongoing value in use to the charity.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost of each asset over its expected useful life as follows:

Computers, furniture and other equipment: 25% straight line

Buildings: 2% straight line

Roof: 3.33% straight line

Motor vehicles: 20% straight line

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2020

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**1.4 Income**

Donations, gifts, legacies and similar incoming resources are accounted for when receivable, which is when the Charity becomes entitled to the resource. Deferred income represents accounts received for future periods and is released to incoming resources in the period for which it is received. Gift Aid reclaimable on donations to the Charity is included with the amounts received. Investment income, represented by bank interest is credited to the Statement of Financial Activities on a receivable basis.

**1.5 Expenditure**

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for the expenditure. The direct costs have been allocated as described below. The indirect costs have been allocated as described in note 6.

Raising funds: comprise of those costs associated with the generation of all voluntary income.

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

Governance costs: costs incurred in the governance of the Trust and associated constitutional and statutory requirements. These costs are allocated to charitable activities.

Irrecoverable VAT is charged to the Statement of Financial Activities as incurred.

**1.6 Financial Instruments**

The charity has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are recognised initially in the accounts at transaction price, including any transaction costs. At the end of each accounting period, basic financial instruments are recognised at amortised cost. For debt instruments this is calculated using the effective interest rate method.

**1.7 Critical estimate and judgements and key sources of estimation uncertainty**

In the application of the Charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

**1.9 Group accounts**

Group accounts have not been prepared as the charity has taken the exemption allowed in the Charities SORP to not consolidate The Herston Community Centre and Days Park Centre, wholly controlled subsidiaries of the charity, as the total gross income of the group is less than £500,000.



NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2020

2. Analysis of Expenditure

	Raising funds £	Project expenditure £	Total 2020 £	Raising funds	Project expenditure	Total 2019 £
<b>Direct Costs</b>						
Project Expenditure	-	64,189	64,189	-	49,696	49,696
Fundraising	874	-	874	3,097	-	3,097
<b>Support Costs</b>						
Staff costs	-	2,465	2,465	-	4,179	4,179
Legal and professional fees	-	7,176	7,176	-	1,100	1,100
Catering	-	-	-	-	1,332	1,332
Other office costs	-	10,147	10,147	-	11,024	11,024
Depreciation	-	7,469	7,469	-	5,411	5,411
	<b>874</b>	<b>91,446</b>	<b>92,320</b>	<b>3,097</b>	<b>72,742</b>	<b>75,839</b>

Staff costs, legal and professional and PR have been allocated according to the time spent on each during the year. Staff costs are inclusive of training, recruitment and other staff related expenditure.

Depreciation and other office costs have been apportioned between the relevant projects.

# SWANAGE AND PURBECK DEVELOPMENT TRUST

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2020

<b>3 Total expenditure</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Independent examiners fees	1,100	1,100
Amounts payable under operating leases	-	-
Depreciation	7,469	5,411

<b>4 Staff costs</b>	<b>2020</b>	<b>2019</b>
Average number of employees during the year	1	1
Employees earning between £60,000 and £70,000	-	-
Employees earning between £80,000 and £90,000	-	-

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Staff costs:		
Wages & Salaries	2,465	3,640
Other staff costs	-	539
	<b>2,465</b>	<b>4,179</b>

## 5 Related party transactions and trustee's remuneration

Trustees received no emoluments (2018: £nil) during the year.

During the year 2 Trustees have made donations and gifts in kind of £360 to the charity (2019: 5 Trustees made donations of £200)

The Trustees are not aware of any other Related Party Transactions.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2020

6 Tangible Fixed Assets

	Land and Buildings £	Building improvements	Furniture & Other Equipment £	Motor Vehicles £	Total £
<b>Cost</b>					
<b>Brought forward 1st November 2019</b>	200,000	36,800	8,736	7,900	253,436
<b>Additions</b>	-	-	2,590	-	2,590
<b>Disposals</b>	-	-	-	-	-
<b>At 31<sup>st</sup> October 2020</b>	<u>200,000</u>	<u>36,800</u>	<u>11,326</u>	<u>7,900</u>	<u>256,026</u>
<b>Depreciation:</b>					
<b>Brought forward 1st November 2019</b>	4,000	1,329	3,094	-	8,423
<b>Depreciation - disposals</b>	-	-	-	-	-
<b>Charge for the year</b>	2,043	1,230	2,616	1,580	7,469
<b>At 31<sup>st</sup> October 2020</b>	<u>6,043</u>	<u>2,559</u>	<u>5,710</u>	<u>1,580</u>	<u>15,892</u>
<b>Net book value</b>					
<b>At 31<sup>st</sup> October 2020</b>	<u>193,957</u>	<u>34,241</u>	<u>5,616</u>	<u>6,320</u>	<u>240,134</u>
<b>At 31<sup>st</sup> October 2019</b>	<u>196,000</u>	<u>35,471</u>	<u>5,642</u>	<u>7,900</u>	<u>245,013</u>

None of the above fixed assets are used for direct charitable purposes but all are used to support charitable activities.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2020

**7 Investments**

The charity has a subsidiary charity, The Herston Community Centre, and a subsidiary company limited by guarantee, Days Park Centre. The Herston Community Centre is a UK charity registered in England and Wales with the charity number 248068. The charity is the sole Trustee of the charity and therefore controls the activities of the charity. The charity runs the Herston Community Centre on behalf of the charity. Days Park Centre was incorporated on 5 February 2019 as a Company Limited by Guarantee registered in England and Wales with the company number 11806469. Days Park Centre was registered as a Charity in England and Wales on 9 April 2020 with the charity number of 1188983.

A summary of The Herston Community Centre's results for the year is given below:

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Gross income	19,399	6,319
Gross expenditure	(2,136)	(3,202)
	<b>17,263</b>	<b>3,789</b>

At 31 October 2020 the charity had net assets of £133,149 (2019: £115,886).

During the year one Trustee donated gifts in kind of £nil (2019: one Trustee donated gifts in kind of £600) to the charity.

A summary of Days Park Centre's results for the year is given below:

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Gross income	-	5,000
Gross expenditure	-	-
	<b>-</b>	<b>5,000</b>

At 31 October 2020 the company had net assets of £5,000 (2019: £5,000).

**8 Creditors: Amounts falling due within one year**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Other Creditors		
Accruals & Deferred Income	2,002	1,450
	<b>2,002</b>	<b>1,450</b>

**SWANAGE AND PURBECK DEVELOPMENT TRUST**

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

**9 Movements in restricted funds**

	01/11/2019	Incoming	Outgoing	Transfer	31/10/2020
	£	resources	resources	between	£
			£	funds	
General account	674	-	-		674
Centre Project	196,776	-	(2,343)		194,433
Dementia Friendly Community	54,332	1,187	(1,868)		53,651
Admiral Nurse Swanage	32,283	12,522	(18,000)		26,805
Swanage Area Forum	4,358	271	(465)		4,164
Link Visiting Swanage	4,254	9,837	(1,817)		12,274
Defibrillator Project	16,528	2,313	(938)		17,903
Dementia Friendly Swanage Action for	8,002	3,624	(5,777)		5,849
Refugees Project	7,789	4,446	(3,712)		8,523
Swanage Jazz	9,937	1,608	(5,857)		5,688
Friends of Sandford Surgery	2,521	-	(1,021)		1,500
Art Project	4,730	12,630	(12,699)		4,661
MS Friends	17,978	9,248	(3,163)		24,063
Swanage Library	772	185	(189)		768
Albert Memorial	-	58,168	(8,978)		49,190
Herston Village Hall		3,000	(449)		2,551
Covid community assistance	-	6,160	(3,227)		2,933
Trevor Chadwick	-	442	(336)		106
Stroke Club	-	7,901	(168)		7,733
	360,934	133,542	(71,007)	-	423,469

**SWANAGE AND PURBECK DEVELOPMENT TRUST**

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

**9 Movements in restricted funds comparatives**

	01/11/2018	Incoming	Outgoing	Transfer	31/10/2019
	£	resources	resources	between	£
			£	funds	
General account	674	-	-		674
Days Park Centre	-	15,719	(15,943)	224	-
Centre Project	199,076	-	(2,300)		196,776
Dementia Friendly Community	49,165	7,982	(2,815)		54,332
Admiral Nurse Swanage	10,543	21,740	-		32,283
Swanage Area Forum	-	5,904	(1,546)		4,358
Link Visiting Swanage	4,725	6,450	(6,921)		4,254
Fresh Prospects	476	60	(536)		-
Defibrillator Project	15,659	6,940	(6,071)		16,528
Dementia Friendly Swanage Action for	9,351	4,410	(5,759)		8,002
Refugees Project	7,502	3,914	(3,627)		7,789
Swanage Jazz	14,296	3,881	(8,240)		9,937
Friends of Sandford Surgery	1,134	1,614	(227)		2,521
Art Project	852	8,110	(4,232)		4,730
MS Friends	-	17,978	-		17,978
Swanage Library	-	1,340	(568)		772
	313,453	106,042	(58,785)	224	360,934

The restricted funds relate to the various projects undertaken by the charity. Each project has its own volunteer management committee that runs the day to day project operations.

The Days Park Centre fund is one that was set up for the initial project activities whilst the subsidiary charity Days Park Centre was set up. Moving forwards, activities for this project will be carried out through the subsidiary charity.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2020

**10 Statement of financial activities comparatives**

	Unrestricted Funds £	Restricted Funds £	2019 Total £
<b>Income</b>			
Donations	31,521	76,686	108,207
Other trading	-	1,972	1,972
Investment	4	-	4
<b>Total Incoming resources from generated income</b>	<b>31,525</b>	<b>78,658</b>	<b>110,183</b>
Income from charitable activities	19,492	27,384	46,876
Other income	-	-	-
<b>Total income</b>	<b>51,017</b>	<b>106,042</b>	<b>157,059</b>
<b>Expenditure</b>			
Raising funds	229	2,868	3,097
Charitable Activities	16,825	55,917	72,742
<b>Total expenditure</b>	<b>17,054</b>	<b>58,785</b>	<b>75,839</b>
Net income	33,963	47,257	81,220
Transfer between funds	(224)	224	-
<b>Net movement in funds</b>	<b>33,739</b>	<b>47,481</b>	<b>81,220</b>
Balance brought forward at 1st November 2018	50,054	313,453	363,507
Balance carried forward 31st October 2017	<b>83,793</b>	<b>360,934</b>	<b>444,727</b>

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2020

11 Balance sheet comparatives

	2019		
	Unrestricted Funds	Restricted Funds	Total
	£	£	£
<b>Fixed assets</b>			
Tangible Assets	40,337	204,676	245,013
Investments	-	-	-
<b>Current assets</b>			
Debtors	-	-	-
Cash at bank	44,905	156,258	201,164
	44,905	156,258	201,164
<b>Current liabilities</b>			
Creditors: amounts falling due within one year:	1,450	-	1,450
<b>Net current assets</b>	43,455	156,258	199,714
<b>Net assets</b>	<b>83,793</b>	<b>360,934</b>	<b>444,727</b>
<b>Represented by:</b>			
Restricted Funds	-	360,934	360,934
Unrestricted Funds	83,793	-	83,793
<b>Total funds</b>	<b>83,793</b>	<b>360,934</b>	<b>444,727</b>