

**Making  
Life Great  
Outdoors**



**Annual Report and Financial Statements  
for the year ending 5 April 2021**



**Registered Charity Number 1173646**

**[www.adventuretherapy.org.uk](http://www.adventuretherapy.org.uk)**



Registered Charity Number 1173646

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Making  
Life Great  
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 **ADVENTURE**  
Therapy



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
ADVENTURE THERAPY**

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 05 April 2021, which are set out on pages 13 to 21.

**Responsibilities and basis of the report**

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

I report in respect of the CIO's accounts carried out under section 145 of the Act. In carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiners statement**

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

1. Accounting records were not kept as required by section 130 of the Act; or
2. The accounts do not accord with those records.

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.

Miss S L Procter MAAT  
Procter Accountancy  
3 Princess Street  
Barnstaple  
Devon  
EX32 7EU



Date 12<sup>th</sup> August 2021



## **Our Purpose and Vision**

### **Our Mission**

Adventure Therapy exists to improve the emotional and physical wellbeing of children and adults with unique health conditions, impairments or limitations through outdoor and adventure-led activities, which we provide free of charge. We make a positive difference in challenging and complex lives.

Our range of activities build self-confidence and resilience and help to develop skills and abilities through individual and group sessions, team work and leadership. The therapeutic benefits of time spent outdoors in nature and adventure should not be under-estimated. It can motivate, improve vitality, provide a sense of accomplishment, aid rehabilitation and help to create special memories for our service users and their families.

### **Our Vision**

Our primary focus is to change lives through adventure. We do this by providing a diverse range of outdoor activities which are suitable for varying abilities and unique circumstances.

We provide physical and emotional challenges for children and adults who face their own unique challenges, every day. Our activities offer excitement and fun and help people to form friendships, improving the lives of people who feel isolated and alone.

Our aim is make a positive impact on the children, adults and families we support and to enrich lives through time spent outdoors, in unfamiliar environments and through the varying elements of the natural world.

### **Working in Partnership**

We continue to see a strong future in working in partnership with other organisations and supporting their service users, students, patients and clients. We have funding available to provide our service in Devon, Cornwall and Somerset.

We want to develop our professional relationships with social services and local councils, NHS services, schools, colleges, universities and community organisations. This would be in addition to the other charities we work with who support children and adults with physical disability, mental health conditions, learning disability, life-limiting illnesses or life-changing conditions. Our aim is to ensure collaboration and develop a better understanding and knowledge of using adventure and the outdoors as an effective form of therapy.

### **Education and Research**

To become a trusted voice for outdoor therapy by encouraging and helping to develop research into utilising adventure-led activities and the outdoors as a form of therapy for the communities we support. We continue to receive enquiries from university students who are completing their thesis in outdoor education and using adventure as a form of therapy. We want to develop this: working with schools, colleges and universities, in addition to our service users, in putting this in to practice and developing our services based on this evidence-based research. We are reactive and proactive and we are driven by results. This will enable us to continue to grow as an organisation and remain versatile and adaptable in our approach.

## **Legal and Charity Information**

Registered Office	Adventure Therapy 5 Seaview Estate Ilfracombe Devon EX34 9PP
Registered Charity Number	1173646
Trustees	Geoff Hills Dean Gammon Daniel Northcott (resigned) Amber Gammon*
Founder and Management	Rob Emery MILM (Cert) MCIOF
Principal Bankers	The cooperative bank PO Box 250 Skelmersdale WN8 6WT
Independent Examiner	Miss. S. L. Procter MAAT Procter Accountancy 3 Princess Street Barnstaple Devon EX32 7EU
Insurer	Zurich Insurance PLC The Zurich Centre 3000 Parkway Whiteley Fareham Hampshire PO15 7JZ

\*please note that Amber Gammon is unrelated to Dean Gammon.

## **Trustees Report for the year ended 5 April 2021**

The Trustees and Founder of Adventure Therapy present their Annual Report and Financial Statements for the year ended 5 April 2021.

As a Charitable Incorporated Organisation (CIO), Adventure Therapy complies with section 133 of the Charities Act 2011 (The Charities Act) in preparing receipts and payments accounts.

Founded on 3 July 2017, Adventure Therapy exists to improve the emotional and physical wellbeing of children and adults with mental health conditions, physical disability, learning disability, life-limiting illnesses or life-changing conditions, through the provision of outdoor and adventure-led activities.

Adventure Therapy is a registered charity with the Charity Commission in England and Wales (charity number 1173646).



“Coordination. Achievement. Resilience. Focus. Happiness. **He had it all.** The best thing was, he was really scared to do the zipwire and when he finally did, the whole crowd clapped. **Very special.**”

– Lennox’s Mum

## **Chairman and Founder's Report**

This year has been particularly challenging due to the onset of the COVID-19 Pandemic and its continuing restrictions, which extended far beyond what anyone had anticipated.

Whilst this presented uncharted waters for us all, we adapted our service delivery where possible and introduced new initiatives to enable us to continue supporting existing service users - and new ones.

As our activities are predominantly outside, following government guidance and with additional assistance from various regulatory bodies such as Sport England, Surfing England and the National Coasteering Charter, we were able to continue to provide a limited number of our activities. This was due to the benefits of our service, particularly to mental health, outweighing the potential risk of COVID-19 in a 1:1 outdoor setting, whilst recognising and adhering to COVID-safe procedures at all times.

We ceased the provision of group sessions (unless from the same family unit) and concentrated on 1:1 activities and our AT Home Packs, which provided a box of adventure-related items to continue to engage and encourage people to spend time outdoors, albeit locally or in their own gardens. This was particularly relevant to those who were shielding and unable to attend any of our activities. The mental health of NHS and Police Frontline workers was also identified as being severely impacted as a result of COVID-19 and we introduced a special project to provide free outdoor activities to improve emotional wellbeing amongst these groups, too.

We had to cease plans to develop our community and corporate fundraising this year and we became reliant on grant funding to a greater extent than originally envisaged. We were extremely grateful for the additional support we received in this respect.

As we end this financial year we look to the ongoing challenge of operating in an ever-changing landscape, both from the way we provide our activities and from a funding perspective. We do so with the knowledge that our activities are making an even greater impact on the wellbeing of the children and adults we support and the confidence that we can continue to change lives through adventure, through the kindness and support of the communities we serve.



Geoff Hills  
Chair of Trustees



Rob Emery  
MILM (Cert) MCIOF  
Founder and Chief Executive



## **Structure, Governance and Management**

Adventure Therapy is a Charitable Incorporated Organisation (CIO) and is governed by a Constitution and has no share capital.

The charity is overseen by a board of Trustees who have responsibility for the governance of the organisation. During this financial period one of our Trustees (Daniel Northcott) resigned from his position and we were pleased to appoint Amber Gammon during this financial period, with a seamless transition meaning we continued to have three Trustees on the Board at all times.

The Board of Trustees has the power to nominate and appoint other Trustees as is considered appropriate and in the best interests of the organisation.

New Trustees are offered a programme of induction which includes information provided by the Charity Commission and literature which is specific to the charity, to include:

- The Charity Commission Charity Trustee Welcome Pack
- Adventure Therapy Constitution
- Minutes from the most recent Trustee Meeting
- Safeguarding Children and Safeguarding Vulnerable Adults Policies
- Most recent Annual Report and Financial Statement

An induction also includes meeting the Founder of Adventure Therapy and its current Board of Trustees.

Trustees may be asked to attend a fundraising event or assist in the recruitment of volunteers.

All Trustees give up their time freely and no Trustee receives remuneration. No Trustee incurred expenses during this accounting period.

The Founder of Adventure Therapy (Rob Emery) was appointed as Chief Executive of the charity.

The Trustees meet as a board (with our Founder and Chief Executive) on a quarterly basis to ensure the governance and strategic management of the charity is implemented. This includes (but is not limited to) discussing:

- The strategic direction of the organisation
- Fundraising
- Monitoring financial performance
- Risk Management
- Human Resources

All decisions reached are by the majority vote of the Trustees.

The finance function is currently overseen by Dean Gammon (who acts as Treasurer) and the charity Founder and Chief Executive, Rob Emery.

## **Structure, Governance and Management (continued)**

### **Employees**

During this accounting period the Trustees appointed our Founder as Chief Executive (part-time) of the charity.

### **Senior Management Remuneration**

Our Founder and Chief Executive works for the organisation on a part-time basis which includes employed and voluntary hours. Remuneration has been provided by a restricted grant and no employee earns more than £60,000.

### **Volunteers**

The charity was pleased to appoint 6 new volunteers.

### **Public Benefit**

Our Trustees confirm they have referred to the Charity Commission general guidance on public benefit when reviewing the aims and objectives of the charity. The benefits of Adventure Therapy are highlighted in this report but further information is provided on our website ([www.adventuretherapy.org.uk](http://www.adventuretherapy.org.uk)). The Trustees review the charity's activities against its aims and objectives on an ongoing basis and are satisfied that its activities continue to align with its purpose. The beneficiaries of Adventure Therapy are children and adults with physical disabilities, mental health conditions, learning disability, life-limiting illnesses or life-changing conditions. A referral process is in place and can be accessed through our website (or in hardcopy format if preferred) and clear guidance on criteria can be provided when requested to ensure that those who meet the criteria can be offered activities and be supported by the charity, subject to funding.

### **Charity Governance Code**

Adventure Therapy is a not-for-profit organisation and aims to follow charity sector best practice. Our Trustees are aware that good governance is fundamental to the success of an organisation and that the Charity Governance Code supports the charity's compliance with the law and relevant legislation. The Code relates to an organisations purpose, leadership, integrity, decision making, board effectiveness, equality and diversity, openness and accountability. Board members consider that Adventure Therapy's governance framework aligns with many aspects of the Code and on an ongoing basis, they will undertake a review of the Code and implement any consequential changes to Adventure Therapy's governance and standards, as considered necessary.

## **Objects and Activities**

### **Objects of the Charity**

The objects of the charity are for the Public Benefit, the relief of people in need by reason of ill-health, disability or other disadvantage or difficulty including, but not limited by:

1. The provision of recreational activities, provided in the interests of social welfare with a view to improving conditions of life.
2. The advancement of education and development of skills, capabilities and confidence as a means of therapy and in particular, but not exclusively, through the provision of instruction and facilities in outdoor/ adventure pursuits and other related activities.
3. To enable the access of and ability to carry out such activities as deemed supportive in aiding recovery and/ or quality of life through the provision of specialist equipment or grants to enable the purchase of such equipment.
4. The advancement of health or the saving of lives, by raising awareness of and carrying out research in the therapeutic benefits of outdoor/adventure pursuits and other related activities.

For the purpose of this clause, ill-health, disability or other disadvantage or difficulty means physical disability, mental health conditions, learning disability, life-limiting illnesses or life-changing conditions.

### **Activities of the Charity**

Adventure Therapy exists to improve the emotional and physical wellbeing of children and adults with physical disabilities, mental health conditions, learning disability, life-limiting illnesses or life-changing conditions, through the provision of outdoor activities and adventure-led pursuits.

Our range of activities build self-confidence and develop skills and abilities, through individual and group sessions, team work and leadership.

"The sessions make such a difference – it gives me something to look forward to which is **essential** for me at the moment."

## **Policies**

### **Reserves Policy**

Our Trustees recognise their commitment and obligation in providing activities for the children and adults who use our services and our commitment to support new referrals whilst maintaining our service over the longer term. In their view it is vital to secure and maintain unrestricted general funds at a level that will ensure the availability of the services provided by Adventure Therapy during periods of economic uncertainty.

In establishing the Adventure Therapy reserves policy, our Trustees have taken guidance from the Charity Commission and considered the structure and activities of the organisation. This includes projecting cash flow over the next five years and identifying our associated key risks during this period. We take in to account both income and expenditure whilst also giving consideration to already committed expenditure, if it is appropriate. From this, it has been found to be prudent for Adventure Therapy to maintain a target range of unrestricted reserves of between 9 and 12 months operating costs. However, it should be noted that at present we have one part-time member of staff which is funded by a restricted grant and therefore the capital requirement will be minimal. This policy is not static and will be reviewed regularly to ensure it meets the needs of the charity as it develops and as its running costs increase.

Currently our unrestricted general funds (free reserves) are nil as at 5 April 2021.

The trustees consider it of strategic importance to increase our unrestricted funds and, whilst maintaining our day to day services for the public benefit, build a reserve of funds to provide future security for the organisation.

### **Investment Policy**

The Trustees have not considered investment of funds at this stage as we do not have unrestricted funds available to review this important part of our operational planning. However, once we are in a suitable position financially, we will draw up and agree on an investment policy with any funds being invested in UK deposit accounts with an approved UK regulated bank or through advice received from an Independent Financial Advisor/Investment Management company.

Whilst we would always endeavour to maintain a diverse investment portfolio and with low or medium risk we would always try to avoid investment into companies which turnover relates to armaments, tobacco products, fossil fuels, gambling, pornography or alcohol manufacture.



## **Policies (continued)**

### **Risk Policy**

The Trustees and Chief Executive have reviewed the major strategic, financial and operational risks associated with the charity and confirm that procedures established (or since improved) continue to mitigate those risks.

### **Safeguarding Policies**

Adventure Therapy has a Child Safeguarding and Vulnerable Adults Policy in place. Where required, volunteers (and future members of staff) are required to hold a valid DBS check.

### **Our principle risks follow:**

Risk of accidents when participating in activities. It is important to understand that Adventure Therapy facilitates access to outdoor activities via third party registered activity providers and as such, does not provide activities directly (i.e. by a member of Adventure Therapy staff). Therefore, the health and safety risk is undertaken by the activity provider and any person (or if applicable, parent or guardian) participating in an activity via referral from Adventure Therapy must sign (digitally or in person) a disclosure agreement which confirms the basis on which activities are undertaken, including the risk involved and the responsibility for that risk. However, as part of our processes and due diligence we will always ensure our Approved Activity Provider and/or registered instructor is:

- Experienced and qualified
- Holds valid liability insurance
- Is a member of an appropriate membership or governing body
- Holds a valid DBS certificate (where applicable)
- Has child safeguarding and vulnerable adult safeguarding policies in place
- Is confident working with children and adults with unique health conditions, impairments or limitations
- Able to act as an Ambassador of Adventure Therapy at activities and shares in our ethos and vision

We must also consider reputational risk should any person or persons be injured as a result of taking part in an activity under referral from Adventure Therapy. Other risks which are considered on an ongoing basis include:

- Risk of fraud by Trustees, volunteers or employees of the charity
- Risk of accidental damage to the charity's assets
- Risk of losing or not obtaining funding for support costs
- Risk that our Founder and CEO does not have sufficient time available to dedicate to the managerial role
- Risk of our Founder and CEO not being in a position to continue with his role/a similar role

## Current Status and Plans for the Future

Our Fundraising Strategy is under continuous development to ensure we are able to provide our services in the future. We are reviewing options for the short, medium and longer term which includes trusts and grants in the short-term, corporate and community fundraising in the medium term (dependent on marketing and promotion and assistance from volunteers) and over the longer-term, in memoriam fundraising and gifts in Wills (legacies).

However, we are fully aware that due to COVID-19, fundraising is being negatively impacted and this will remain the case for several months, as the pandemic has resulted in face to face fundraising activities being unable to take place at present.

Our Fundraising and Marketing Strategy will be reviewed regularly before the end of the next accounting period (5 April 2022) to take in to account the continuing adverse effect that COVID-19 has (and will have) on our fundraising. It is highly likely, therefore, that we will need to have a further reliance on Trusts and Grants for the foreseeable future.

- Develop our activities and services in Devon and Cornwall
- Extend our services in Somerset
- Increase awareness of the charity
- Review and develop our Fundraising Strategy
- Work with our Patron and Ambassador to encourage support from the outdoor activities community
- Recruit additional (and maintain existing) volunteers
- Increase income to support our ambitions
- Continue to develop the charity and improve our infrastructure and security for the future

Grants received during the accounting period:

Tesco (Groundwork UK)	Supports activities for children in Ilfracombe and surrounding area
Groundwork UK	Supports AT (Adventure Therapy) Home packs
National Lottery COVID-19 Response	Supports NHS and Police Frontline workers project, AT Home Packs and remuneration costs
Somerset Discovery Fund	Supports adults with learning disability in Somerset and associated costs, including remuneration
Devon County Council	Supports NHS and Police Frontline workers project

We are extremely grateful to our grant funders both past and present for their support and belief in what we endeavour to achieve as an organisation. **Thank you.**

## **Statement of Trustees Responsibilities**

The Trustees of Adventure Therapy are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law in the United Kingdom.

The Trustees of a Charitable Incorporated Organisation (CIO) must prepare financial statements for each financial year and they must not be approved unless the Trustees are satisfied they provide a true and fair view of the state of affairs of the charitable organisation, including the incoming resources and application of such resources. This includes income and expenditure for that period. In preparing these financial statements the Trustees are required to:

- Select suitable accounting policies and apply them consistently.
- Make judgements and estimates which are reasonable and prudent.
- Whilst the Trustees observe the methods and principles of the Charities SORP, as a Charitable Incorporated Organisation, Adventure Therapy complies with section 133 of the Charities Act 2011 (The Charities Act) in preparing accounts on the receipts and payments basis.
- State whether applicable UK 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.

The Trustees of Adventure Therapy are responsible for keeping sufficient accounting records that show and explain the charities transactions, disclose with reasonable accuracy at any time the financial position of the charity and ensure they comply with relevant legislation and with the provisions of the charities constitution. They are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Approval**

This report was approved by the Board of Trustees on 22 July 2021 and is signed on its behalf by



Geoff Hills  
Chair of Trustees

## **Statement of Fundraising**

Supporters of Adventure Therapy can be assured that we comply with the regulatory standards for fundraising. We are registered with the Fundraising Regulator and we are committed to the Fundraising Promise and adherence to the Code of Fundraising Practice. This report covers the requirements that charities must follow as set out in the Charities Act 2016. We also abide by our own Ethical Fundraising Policy. We are authorised to use the Fundraising Regulator logo on our fundraising materials and website. We do not use external fundraising agencies but would encourage any service providers we use for fundraising to also be signed up to the code.

We only work with service providers and appoint volunteers to carry out fundraising duties that we have confidence in and who have sufficient knowledge and expertise to support us as required, so we protect our supporters and the reputation of our charity. We ensure that the correct safeguards are in place with our suppliers and those who fundraise on our behalf. We require fundraising suppliers to confirm they comply with the Code of Fundraising Practice and provide training to volunteers, when required.

As a charity that does not receive statutory funding, we need to raise all funds through fundraising activities, to enable our work to continue.

This year we commenced with fundraising activities through Trusts and Grants and were grateful for existing support from Sport England and the Clare Milne Trust in addition to new grant funding from Tesco (via Groundwork UK), the National Lottery, Somerset Discovery Fund and Devon County Council.

On a day-to-day basis, all fundraising activities for the charity are managed by our Founder and CEO, who is a Full Member of the Institute of Fundraising and a Certified Member of the Institute of Legacy Management. We are aware of a continued need to recruit volunteers to assist with fundraising and this will be included in any revisions to our fundraising strategy. Overall, fundraising activities are overseen by our Board of Trustees.

Our website ([www.adventuretherapy.org.uk](http://www.adventuretherapy.org.uk)) outlines our complaints policy for the public and clearly explains how an individual can complain. We have received no complaints with reference to fundraising during this financial year.

We are aware of our obligations to the public in this area and we are thorough in our fundraising activities to ensure there is no intrusion on people's privacy or any undue pressure applied in line with the latest General Data Protection legislation.

Our child safeguarding policy and our vulnerable adults policy is available on request. We do not intentionally carry out fundraising activities to people we consider to be vulnerable and we are committed to ensuring a parent, guardian or attorney is present and/or aware (referring to the GDPR directive), if a person we consider to be vulnerable indicates an intention to support our work, directly.



**Receipts and Payments Account**  
(Income and Expenditure for the year ended 5 April 2021)

**Receipts**

	Unrestricted Funds	Restricted Funds	Total Funds 05.04.2021	Total Funds 05.04.2020
Donations and Grants	£1,450.18	£51,682.58	£53,132.76	£7,681.43
Other	£0.00	£433.35	£433.35	£302.16
<b>Total Receipts</b>	<b>£1,450.18</b>	<b>£52,115.93</b>	<b>£53,566.11</b>	<b>£7,983.59</b>

**Payments**

Charitable Expenditure	£0.00	£6,435.00	£6,435.00	£0.00
Marketing	£106.07	£674.14	£780.21	£1,270.47
Fundraising	£4.86	£821.00	£825.86	£0.00
Support costs	£956.59	£1,005.95	£1,962.54	£0.00
Governance costs	£192.00	£0.00	£192.00	£264.90
Activities	£0.00	£6,516.71	£6,516.71	£60.00
<b>Total Payments</b>	<b>£1,259.52</b>	<b>£15,452.80</b>	<b>£16,712.32</b>	<b>£1,595.37</b>
Net Receipts/Payments and net movement in funds	£190.66	£36,663.13	£36,853.79	£6,388.22

**Reconciliation of Funds:**

Total funds brought forward	£208.22	£12,089.06	£0.00	£12,089.06
Total funds carried forward	£398.88	£48,752.19	£49,151.07	£0.00

## Receipts and Payments Account

(Income and Expenditure for the year ended 5 April 2021)

**Total Cash at Bank at 5 April 2021 — £49,151.07**

### Grants brought forward (from 5 April 2020)

Sport England	£5,909.06
Clare Milne Trust	£6,180.00

### Grants received in this accounting period

Tesco (Groundwork UK)	£2,000.00
Groundwork UK	£500.00
National Lottery	£10,000.00
Somerset Discovery Fund	£32,952.00
Devon County Council	£3,370.00

The Receipts and Payments Account includes all gains and losses recognised in the year.

The Charitable Incorporated Organisation is entitled to exemption from audit for the year ended 5<sup>th</sup> April 2021.



"Harley became so **confident** by the end of the lesson and was so **happy** when he returned home."

– Harley's Mum

**Statement of Assets and Liabilities for the year ended 5 April 2021**

	<b>2021</b>	<b>2020</b>
<b>Current assets</b>		
Stock	£0.00	£0.00
Debtors	£0.00	£0.00
Bank current account	£49,151.07	£12,297.28
<b>Current liabilities</b>		
Creditors (amounts falling due within one year)	£0.00	£0.00
<b>Net current assets</b>		
Net assets	£36,853.79	£12,297.28
<b>Funds</b>		
Unrestricted funds	£190.66	£208.22
Restricted funds	£36,663.13	£12,089.06 (brought forward)
<b>Total Charity Funds</b>	<b>£49,151.07</b>	



Our surf sessions can help people to feel calmer and less anxious.

They provide a sense of accomplishment and help in everyday life, by improving resilience and overall wellbeing.

## **Notes to the Financial Statements for the year ended 5 April 2020**

Adventure Therapy is a Charitable Incorporated Organisation (CIO) in England and Wales. Its principal address is 5 Seaview Estate, Ilfracombe, Devon EX34 9PP.

The accounts have been prepared in sterling which is the functional currency of the Charity.

The charity meets the definition of a public benefit entity.

The charity changed its principal bankers in March 2021 from Natwest Bank to The cooperative bank PLC.

The financial statements have been prepared on the assumption that the Charity is able to carry on as a going concern, which the Trustees consider appropriate having regard to the circumstances outlined in the Chairman's report and in grants which have been awarded during and since the end of this financial reporting period.

### **Approval**

This Statement of Financial Activities was approved by the Board of Trustees on 22 July 2021 and is signed on its behalf by



Dean Gammon  
Trustee, Treasurer



## **Notes to Accounts**

### **Income**

Income is recognised when the Charity has entitlement to and is in receipt of funds.

Income from voluntary sources is received by way of donations and gifts and is included in full in the Receipts and Payments Account (Statement of Financial Activities) when received.

Income from gift aid tax reclaims is recognised for all donations made prior to the year end, provided valid gift aid declarations are held.

### **Restricted Funds**

These are stated by the donor of the funds or the appeal to which they relate, for specific purposes within the overall aims of the organisation. Donations and income deriving from restricted gifts will be used in accordance with specific purposes.

### **Unrestricted Funds**

These are funds which may be used at the discretion of the management in furtherance of the objects of the Charity.

### **Donations**

Donations received for the general purposes of the charity are included, if applicable, as unrestricted funds.

Donations for activities which are restricted by the donor are allocated as restricted funds. Donations required to be retained as capital in accordance with the donors wishes are accounted for as endowments – permanent or expendable, depending on the nature of the restriction.

**Thank you to all of our supporters for your kindness and generosity in supporting Adventure Therapy during this difficult year and for helping to change lives through adventure.**

## **Notes to Accounts (continued)**

### **Donations of services and facilities**

If applicable, properties, investments and other fixed assets donated to the charity are included as income at market value at the time that the charity takes control of the item. Donated services and facilities are included as income, if material, at their estimated value to the charity when received. And under the appropriate expenditure heading, depending on the nature of the service provided, at the same value and time.

Time donated by volunteers is of significant value to the charity, for which we are extremely grateful, but will not be recognised in the accounts as it cannot be reliably valued.

### **Legacy income**

Gifts in Wills (legacies) are recognised when an Estate has been finalised by the Executor/s and a distribution is received from the Estate. Receipt of a legacy is only considered probable when the amount can be reliably measured and the Executors have advised the charity that a distribution will be made.

Where a legacy gift has been notified to the charity but the criteria for income recognition has not been met, the gift is treated as a contingent asset.

Whether the gift is a pecuniary legacy (a set amount of money in a Will) or a residuary legacy, gifts in Wills are recognised when amounts are distributed and in the case of residuary gifts, when the final Estate Accounts are agreed by the Executors and received by Adventure Therapy. Reversionary legacies are not recognised during the lifetime of the original beneficiary under the Will and are only recognised when the conditions of the gift are met and the legacy is distributed to Adventure Therapy.

### **Income received in advance**

If income is received in advance of an event or the provision of another specific service, it is deferred until the criteria for income recognition is clearly met.

### **Interest received**

Interest on funds held on deposit is included when it is received.

## Notes to Accounts (continued)

### Investment income

Investment income, when applicable, will be credited as income when it is received.

### Grants

Income from grants, including capital grants, is included as income when the charity has entitlement to and is in receipt of funds. That is unless the donor specifies that grants given to the charity must be used in future accounting years, in which case the income would be deferred until those years or when donors impose conditions which must be fulfilled before the charity becomes entitled to use such income. The income would then be deferred and not included as an income resource until the conditions for its use have been met.

Grants received for specific purposes are accounted for as restricted funds. Grants that provide core funding or are of a general nature provided by charitable foundations are recorded as donations.

### Fundraising Events

Voluntary income raised through events (principally donations) is recognised in the period in which the event takes place.



“I love being under the water and being able to breathe. It’s so quiet, I feel like a fish.”

Dylan, aged 13.

## **Expenditure**

Expenditure is accounted for once there is a legal and constructive obligation to make a payment to a third party and that payment has been made. Expenditure has been classified under the following headings:

### **Charitable Expenditure**

Comprises of direct expenditure (including staff costs) which are attributable to the charitable activities and support costs of Adventure Therapy.

### **Marketing**

Marketing costs are spent to raise awareness of the organisation and include literature, advertising (in print format and digital media), website and other promotional materials.

### **Fundraising**

The costs incurred in fundraising include encouraging individuals and organisations to make voluntary contributions and donations to the charity. This may, in the future, include the cost of the charity's fundraising offices, storage facilities, supporter groups and trading and investment management fees.

### **Support Costs**

Administrative or support costs include office, desk space, computers, IT equipment and software, charity database, transport and insurance.

### **Governance**

Governance costs comprises the costs of running the charity and ensuring it is legal and compliant. This would include the cost of legal advice for trustees, insurance costs, professional memberships, Data Protection and GDPR, preparing statutory accounts (including independent examination or external audit) and all costs of complying with constitutional and statutory requirements such as the costs of Board and Committee meetings.

### **Activities**

Activities include the cost of instruction (i.e. paying our Approved Activity Providers) and associated costs, which may include the equipment required for an activity to take place.



## **Additional Notes**

### **Taxation**

The charity is exempt from Corporation Tax on its charitable activities.

The charity is not currently registered for VAT.

### **Pension Costs**

Adventure Therapy did not enter into a pension scheme during this period.



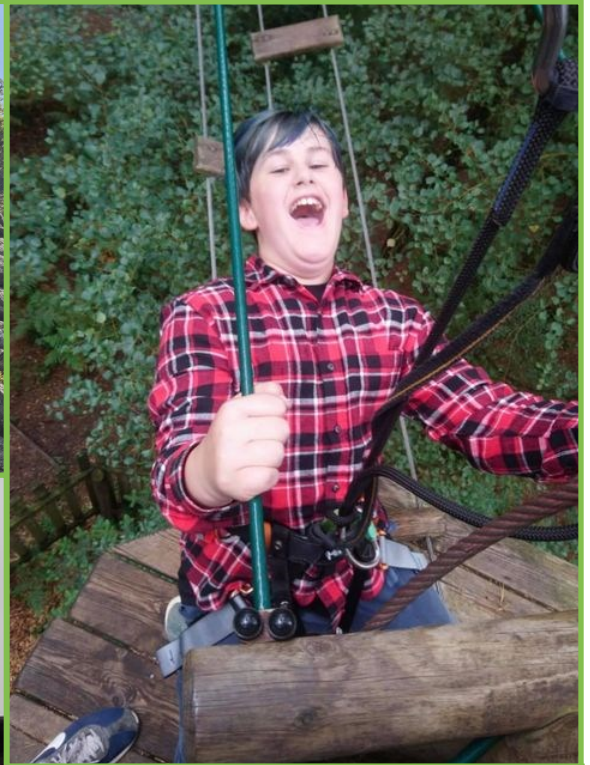
"I had a really great time, and it was a fantastic way to practice all of the balancing work that Lizzie and I have been doing during physiotherapy.

You are offering brilliant opportunities for people to experience new things."

– Louise



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Registered Charity Number 1173646