

LEAPGATE ACTIVITY CENTRE
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

LEAPGATE ACTIVITY CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr J Handley Mrs M Handley Mrs J Jones Mr W G Green
Charity number	1174266
Principal address	Leapgate Farm Wilden Stourport-on-Severn Worcestershire DY13 9JH
Independent examiner	Garry Rutter The Oakley Kidderminster Road Droitwich Worcestershire WR9 9AY
Bankers	Barclays Bank Plc 1 Churchill Place London E14 5HP

LEAPGATE ACTIVITY CENTRE

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LEAPGATE ACTIVITY CENTRE

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2020

The Trustees present their report and financial statements for the year ended 31 December 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's constitution, the Charities Act 2011 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 (FRS 102)" (effective from 1 January 2019).

Objectives and activities

The Charity's objects are to advance education, promote learning for pleasure and relieve need for people with learning disabilities through the provision of educational activities and the continued development of their individual capabilities, competences, skills and understanding in subjects and areas of educational and recreational value and there has been no change in these during the year.

In carrying out the objectives as described, the Trustees feel that the charity has complied with its duty in section 17(5) of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

Achievements and performance

The activities of the Charity have been disrupted this year due to Covid-19. There are now thirty participants who engage in sessions to learn culinary and catering skills, animal care, horticulture, craft and woodwork. It is anticipated that this number will rise as there continues to be a need for the facility.

The Charity has completed the building of a main hub to provide available space for a wider range of activities including sport and exercise to enhance both physical and mental wellbeing. This hub will also be accessible to the wider community to encourage social cohesion and interaction.

Financial review

The results for the year are set out on page 4. The Charity has generated a surplus this year which consists of restricted funds for the financing of the main hub and unrestricted funds to be carried forward to the next financial year.

During this year the Charity has continued to focus on increasing its income levels to enable it to grow and expand its charitable activities.

Reserves policy

The charity continues to experience considerable change regarding expansion and promoting its charitable objectives. The Trustees are continually assessing the charity's future commitments with a view to setting a reserves policy. Until the charity reaches a period of stability the Trustees have not formally documented a reserves policy. This will be addressed in greater depth during the next financial year. The charity will monitor the level of unrestricted funds which have not been designated for a specific use and will agree a target level at which such funds will be held.

Risk management

The Trustees have assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

LEAPGATE ACTIVITY CENTRE

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

Structure, governance and management

The Charity is a Charitable Incorporated Organisation (CIO) whose only voting members are its Charity Trustees.

The Trustees who served during the year and up to the date of signature of the financial statements were:

Mr J Handley
Mrs M Handley
Mrs J Jones
Mr W G Green

Apart from the first charity trustees, every trustee must be appointed, for a term of four years, by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skill, knowledge and experience needed for the effective administration of the CIO.

The charity trustees will make available to each new charity trustee, on or before his or her first appointment a copy of the current version of this constitution and a copy of the CIO's latest Trustees' Annual Report and statement of accounts.

None of the Trustees has any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Statement of Trustees' responsibilities

The Trustees 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).

The law applicable to charities in England and Wales 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 Charity and of the incoming resources and application of resources of the Charity for that year.

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;
- 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 operation.

The charity trustees must comply with the requirements of the Charities Act 2011 with regard to the keeping of accounting records, to the preparation and scrutiny of statements of account, and to the preparation annual reports and returns. The statements of account, reports and returns must be sent to the Charity Commission, regardless of the incomes of the CIO within 10 months of the financial year end. The charity trustees must comply with their obligation to inform the commission within 28 days of any change in the particulars of the CIO entered on the Central Register of Charities.

LEAPGATE ACTIVITY CENTRE

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

The Trustees' report was approved by the Board of Trustees.



Mrs M Handley

Trustee

Dated: 21.09.2021

LEAPGATE ACTIVITY CENTRE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF LEAPGATE ACTIVITY CENTRE

I report to the Trustees on my examination of the financial statements of Leapgate Activity Centre (the Charity) for the year ended 31 December 2020.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

Garry Rutter



The Oakley
Kidderminster Road
Droitwich
Worcestershire
WR9 9AY

Dated: 23/09/2021

LEAPGATE ACTIVITY CENTRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
<u>Income from:</u>							
Income from donations and legacies	3	35,097	90,298	125,395	146,007	73,509	219,516
Income from charitable activities	4	57,263	-	57,263	46,104	-	46,104
Income from other trading activities	5	7,578	-	7,578	46,968	-	46,968
Total income		<u>99,938</u>	<u>90,298</u>	<u>190,236</u>	<u>239,079</u>	<u>73,509</u>	<u>312,588</u>
<u>Expenditure on:</u>							
Expenditure on raising funds	6	18	-	18	686	-	686
Expenditure on charitable activities	7	82,918	381	83,299	56,881	-	56,881
Total resources expended		<u>82,936</u>	<u>381</u>	<u>83,317</u>	<u>57,567</u>	<u>-</u>	<u>57,567</u>
Net income for the year/ Net movement in funds		17,002	89,917	106,919	181,512	73,509	255,021
Fund balances at 1 January 2020		<u>281,765</u>	<u>73,509</u>	<u>355,274</u>	<u>100,253</u>	<u>-</u>	<u>100,253</u>
Fund balances at 31 December 2020		<u><u>298,767</u></u>	<u><u>163,426</u></u>	<u><u>462,193</u></u>	<u><u>281,765</u></u>	<u><u>73,509</u></u>	<u><u>355,274</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

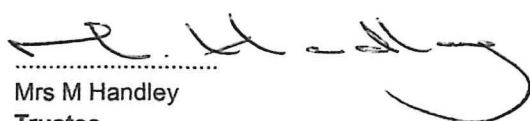
LEAPGATE ACTIVITY CENTRE

BALANCE SHEET

AS AT 31 DECEMBER 2020

	Notes	2020 £	£	2019 £	£
Fixed assets					
Tangible assets	11		380,384		175,863
Current assets					
Debtors	12	7,002		4,096	
Cash at bank and in hand		95,547		182,662	
		<u>102,549</u>		<u>186,758</u>	
Creditors: amounts falling due within one year	13	<u>(20,740)</u>		<u>(7,347)</u>	
Net current assets			81,809		179,411
Total assets less current liabilities			<u>462,193</u>		<u>355,274</u>
Income funds					
Restricted funds	14	163,426		73,509	
Unrestricted funds		298,767		281,765	
		<u>462,193</u>		<u>355,274</u>	

The financial statements were approved by the Trustees on 21/09/2021


 Mrs M Handley
 Trustee

LEAPGATE ACTIVITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

Charity information

The Leapgate Activity Centre is a Charitable Incorporated Organisation (CIO) registered with the Charity Commission.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's constitution, the Charities Act 2011 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 (FRS102)" (effective from 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

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 £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, 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.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1.5 Expenditure

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

LEAPGATE ACTIVITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

(Continued)

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Buildings	Over 50 years lease term
Fixtures and fittings	10% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the Charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

LEAPGATE ACTIVITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 31 DECEMBER 2020*

2 Critical accounting estimates and judgements

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 and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting 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.

LEAPGATE ACTIVITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

3 Income from donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2020 £	2020 £	2020 £	2019 £	2019 £	2019 £
Donations and gifts	17,425	-	17,425	128,754	-	128,754
Legacies receivable	340	-	340	753	-	753
Grants receivable	17,332	90,298	107,630	16,500	73,509	90,009
	<u>35,097</u>	<u>90,298</u>	<u>125,395</u>	<u>146,007</u>	<u>73,509</u>	<u>219,516</u>
Donations and gifts						
Donations	17,425	-	17,425	128,754	-	128,754
	<u>17,425</u>	<u>-</u>	<u>17,425</u>	<u>128,754</u>	<u>-</u>	<u>128,754</u>

LEAPGATE ACTIVITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

3 Income from donations and legacies																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
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LEAPGATE ACTIVITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

4 Income from charitable activities

	Unrestricted Funds	Total
	2020	2019
	£	£
Bakery and farm sessions	57,263	46,104

5 Income from other trading activities

	Unrestricted funds	Total
	2020	2019
	£	£
Fundraising events	438	36,303
Hire of facilities	6,850	5,660
Sponsored activities	-	4,468
Sale of goods	290	537
Income from other trading activities	7,578	46,968

6 Expenditure on raising funds

	Unrestricted funds	Total
	2020	2019
	£	£
<u>Fundraising and publicity</u>		
Fundraising event expenses	18	686
	18	686

LEAPGATE ACTIVITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

7 Expenditure on charitable activities

	2020 £	2019 £
Staff costs	60,588	34,563
Bakery expenses	3,364	10,212
Insurance	916	746
Repairs	689	656
Advertising	63	38
Postage & stationery	28	-
Activity expenses	3,145	547
Safeguarding and training	1,351	120
Sundry	80	94
Heat and light	5,516	5,009
Motor expenses	38	68
	<u>75,778</u>	<u>52,053</u>
Share of support costs (see note 8)	5,721	3,028
Share of governance costs (see note 8)	1,800	1,800
	<u>83,299</u>	<u>56,881</u>
Analysis by fund		
Unrestricted funds	82,918	56,881
Restricted funds	381	-
	<u>83,299</u>	<u>56,881</u>

8 Support costs

	Support costs £	Governance costs £	2020 £	Support costs £	Governance costs £	2019 £
Depreciation	5,635	-	5,635	2,909	-	2,909
Bank charges	-	-	-	32	-	32
Information technology	86	-	86	87	-	87
Accountancy Fees	-	1,800	1,800	-	1,800	1,800
	<u>5,721</u>	<u>1,800</u>	<u>7,521</u>	<u>3,028</u>	<u>1,800</u>	<u>4,828</u>
Analysed between Charitable activities	<u>5,721</u>	<u>1,800</u>	<u>7,521</u>	<u>3,028</u>	<u>1,800</u>	<u>4,828</u>

LEAPGATE ACTIVITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

9 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the year.

10 Employees

Number of employees

The average monthly number of employees during the year was: 3

	2020 Number	2019 Number
Bakery Staff	1	1
Activity Staff	2	1
	<u>3</u>	<u>2</u>

Employment costs

	2020 £	2019 £
Wages and salaries	59,431	34,025
Other pension costs	1,157	538
	<u>60,588</u>	<u>34,563</u>

There were no employees whose annual remuneration was £60,000 or more.

11 Tangible fixed assets

	Buildings £	Assets under construction £	Fixtures and fittings £	Total £
Cost				
At 1 January 2020	-	152,018	29,087	181,105
Additions	182,895	-	27,261	210,156
Transfer	152,018	(152,018)	-	-
	<u>334,913</u>	<u>-</u>	<u>56,348</u>	<u>391,261</u>
At 31 December 2020				
Depreciation and impairment				
At 1 January 2020	-	-	5,242	5,242
Depreciation charged in the year	-	-	5,635	5,635
	<u>-</u>	<u>-</u>	<u>10,877</u>	<u>10,877</u>
At 31 December 2020				
Carrying amount				
At 31 December 2020	<u>334,913</u>	<u>-</u>	<u>45,471</u>	<u>380,384</u>
At 31 December 2019	<u>-</u>	<u>152,018</u>	<u>23,845</u>	<u>175,863</u>

LEAPGATE ACTIVITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

12 Debtors

	2020	2019
	£	£
Amounts falling due within one year:		
Trade debtors	6,251	3,660
Prepayments and accrued income	751	436
	<u>7,002</u>	<u>4,096</u>

13 Creditors: amounts falling due within one year

	2020	2019
	£	£
Trade creditors	17,337	684
Other creditors	1,004	4,280
Accruals and deferred income	2,399	2,383
	<u>20,740</u>	<u>7,347</u>

LEAPGATE ACTIVITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

14 Restricted funds

The income funds of the charity include restricted funds comprising the following balances of donations and grants held on trust for specific purposes:

	Movement in funds		Movement in funds		
	Incoming resources	Balance at 1 January 2020	Incoming resources	Resources expended	Balance at 31 December 2020
	£	£	£	£	£
Baily Thomas Foundation	15,000	15,000	-	-	15,000
Eveson Charitable Trust	25,000	25,000	-	-	25,000
Garfield Weston Foundation	20,000	20,000	-	-	20,000
Leader Grant	13,509	13,509	36,488	-	49,997
Vinci UK Foundation	-	-	3,810	(381)	3,429
Sport England	-	-	50,000	-	50,000
	<u>73,509</u>	<u>73,509</u>	<u>90,298</u>	<u>(381)</u>	<u>163,426</u>

Baily Thomas Foundation

For construction work relating to the new activity hub. The income received has been fully expended as capital expenditure and depreciation will be charged against the fund over the useful economic life of the building.

Eveson Charitable Trust

For construction work relating to the new activity hub. The income received has been fully expended as capital expenditure and depreciation will be charged against the fund over the useful economic life of the building.

Garfield Weston Foundation

For construction work relating to the new activity hub. The income received has been fully expended as capital expenditure and depreciation will be charged against the fund over the useful economic life of the building.

Leader Grant

For construction work relating to the new activity hub. The income received has been fully expended as capital expenditure and depreciation will be charged against the fund over the useful economic life of the building.

Sport England

For construction work relating to the new activity hub. The income received has been fully expended as capital expenditure and depreciation will be charged against the fund over the useful economic life of the building.

Vinci UK Foundation

These funds were given for tree planting, picnic benches and fencing to be used around the gym area. This was to provide additional amenity facilities and an overall enhancement to the site. Depreciation is charged against the fund over the useful economic life of the assets.

LEAPGATE ACTIVITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

15 Analysis of net assets between funds

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Fund balances at 31 December 2020 are represented by:						
Tangible assets	216,958	163,426	380,384	102,354	73,509	175,863
Current assets/ (liabilities)	81,809	-	81,809	179,411	-	179,411
	<u>298,767</u>	<u>163,426</u>	<u>462,193</u>	<u>281,765</u>	<u>73,509</u>	<u>355,274</u>

16 Operating lease commitments

At the reporting end date the Charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2020 £	2019 £
Within one year	5,000	-
Between two and five years	20,000	-
In over five years	210,000	-
	<u>235,000</u>	<u>-</u>

17 Related party transactions

There were no disclosable related party transactions during the year (2019 - none).