

**Report of the Trustees and  
Financial Statements For The Year Ended 30th April 2021  
for  
Aspect Living Foundation**

Aston Shaw Limited  
Chartered Certified Accountants  
The Union Building  
51-59 Rose Lane  
Norwich  
Norfolk  
NR1 1BY

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For The Year Ended 30th April 2021**

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## **Aspect Living Foundation**

### **Report of the Trustees For The Year Ended 30th April 2021**

#### **Meals on Wheels - where it all started**

The description "Meals on Wheels" was first used in 1943. It was during the Second World War, English towns and cities were being bombed, and a group of women realised the service was needed to help those in need. Those women were the Women's Voluntary Service, later to become the Royal Voluntary Service (RVS). Aspect Living Foundation was formed to take over this service in Suffolk when RVS stopped offering it in May 2018.

#### **What makes Aspect Living Foundation unique?**

- Our heritage can be traced back to the original Meals on Wheels, started in 1943.
- We undertake a Health & Wellbeing check on every Customer.
- If required, we will plate up the meals, and ensure the recipient has a drink available.
- We are exempt from VAT, because of the Health & Wellbeing check.
- We are a vital part of Social Care in Suffolk, recognised by the NHS.
- ALF delivers Meals 365 days-a-year.
- All the ALF Team have Advanced DBS checks and are continually updating all required Safeguarding, Equality and Data Protection Training.

In ALF's third year of trading we continued to build on our partnerships with D.I.S.T (Dementia Intense Support Team) The Red Cross, REACT (NHS Admission avoidance Team) INTs (Integrated Neighbourhood Team) SCC-ACC (Suffolk County Council Adult and Community workers) Sue Ryder, Ipswich Hospital and West Suffolk Hospital, with whom we work together to support the health and well-being of all customers, with the aim of hospital admittance/readmittance avoidance and supported living independence in their own homes.

Once again in December the very generous Staff of the national BT Research Establishment at Martlesham on the outskirts of Ipswich Donated Gifts at their Giving Tree, and Dunelm donated over 150 gifts all lovingly wrapped, these were delivered to all our customers who were alone and received Meals over the Christmas period.

#### **COVID-19**

No review of the year would be complete without mentioning the pandemic. 2020 was the Year Everything Changed - Worldwide. March 2020 was the first "lock-down" in England, followed by a second in November and a third in December, before a slow Roadmap back to normality began in March 2021.

The Meals on Wheels Suffolk business model is very resilient and was able to cope with an almost overnight surge of 25% in demand for our services. Our Workforce are classed as Key Workers and throughout the pandemic we have continued to serve our customers every day, many of whom have been even more lonely and isolated, added to which increased hygiene and sanitisation was employed as required. ALF is very proud to have assembled a team of caring, and dedicated employees, all of whom willingly go the extra mile to keep their customers safe and comfortable, and this has been particularly evident during this very challenging year.

#### **Value Added Taxes and Other Taxes**

ALF is exempt from VAT because of the Health and Well-being check carried out on every visit, which is very beneficial for Customers who do not have this extra expense. Suffolk is a very rural county which means there can be long distances between Customers, but nevertheless all pay the same subsidised price for their Meal. When our Driver/Befriender calls they will ensure nothing is amiss. They will plate up the Meal if necessary and ensure the Customer has a drink available, before moving on. If they are unable to speak to the Customer, the Office will contact the next-of-kin or emergency services as required, until a satisfactory explanation is received.

**Report of the Trustees  
For The Year Ended 30th April 2021**

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

The relief of those in need by reason of age in Suffolk and the surrounding area by the provision of a meals on wheels service to assist elderly people who are unable to prepare hot, nutritious meals themselves thereby helping them to live independently in their own homes.

The promotion and protection of good health among elderly people in Suffolk and the surrounding area by the provision of at home assistance to elderly people on discharge from hospital, working in collaboration with partners to help avoid hospital readmissions and to enable a return to independent living.

Aspect Living Foundation (ALF) carries out its charitable purposes principally via the provision of a Meals on Wheels services for the relief of those in need by reason of age. Access to the service will depend on the fulfilment of the criteria this covers the ability and need of the Service user i.e., Age, Dementia, cognitive function, mobility and if they are unable to prepare hot, nutritious meals themselves. This Service will also include a health and wellbeing check thereby helping them to live independently in their own homes.

At all ALF quarterly meetings, we keep in mind the Charity Commission's guidance on public benefit.

We deliver hot meal service which operates 7 days per week, 365 days a year, and seeks to support elderly and vulnerable people to continue to live in their own homes and help keep them independent and reduce social isolation and malnutrition.

We have a wide and varied menu choice which can be completely personalised to suit most tastes, including vegetarian, gluten free, diabetic, or just favourites.

We can also provide a tea pack for the evening provision at the same time as delivering the hot meal, we can bring a sandwich, salad or wrap, along with a cake or cold dessert.

Our service is flexible and can be taken any number of days per week, as an on-going delivery option or just to help someone get over a recent hospital discharge or ill health, or even whilst regular carers are on holiday. There is no commitment and customers can stop/start at any time. Customers can normally start receiving our service within 24 hours of contacting us.

Each day starts at 7:30am for Office and Kitchen Staff. There are Meals to prepare, rounds to organise and New Customers to include. In a typical month we take on sixty new Customers, and this is very time-consuming as we need a great deal of information to ensure we can cater for every one of our 450 Customer's individual needs. In addition, Customers can update their requirements before 9.00am, to be effective that day, and as a result Rounds vary every day.

ALF now has a Fleet of twenty Vehicles for delivering Meals, and a pool of 65 Driver/Befrienders and Volunteers to call on. Meals are delivered to Customers between 11.30am and 2.00pm every day of the year. This is a complex logistical operation which usually runs very smoothly, unless, for example, the Orwell Bridge is closed because of high winds, when this impacts on every other road in the area.

We employ 47 staff and 18 volunteers each one of them are dedicated, caring people all with the same objective to support the elderly and vulnerable to live independent.

The Organisation would not be able to offer such a vital service without the valuable contribution of time, care, and dedication from the ALF team.

To establish the business ALF relied heavily on Personal Finance and Personal Guarantees, as well as very generous Grants from a number of organisations. A charity has no Directors, Shareholders or Owners; all earnings are reinvested in the business, and ALF is very grateful to the Private Individuals who had faith in this undertaking and pledged their money to support us. In Year Three ALF is sufficiently established to start releasing these liabilities and repaying the Personal Loans, and reducing the Personal Guarantees, as well as buying Vehicles as circumstances allow.



**OBJECTIVES AND ACTIVITIES**

**Significant activities**

There are several factors which prevent malnutrition, hospital admission/readmission and a nutritious meal every day can help particularly when delivered with a smile.

Social isolation is one of the major contributors to limiting life expectancy and our friendly and approachable drivers/befrienders get to know our customers and spend a bit of time chatting to them as part of our service.

We find this encourages our customers to eat and helps us to recognise when any small change suggests we should alert next of kin or relevant health or social care professionals where we have concerns or if our customers ask us to.

Statistics show that 37% have dementia or other cognitive disease and would be unable to stay in their own homes without such services as Meals on Wheels. All of ALF's Drivers/Befrienders are 'Dementia Friends'.

We have found that we are not only supporting the receiver of the meals but the families as they now know that their loved one is receiving a hot main meal and a visit from someone else to check that they are safe and well.

Working in partnership with the different support groups we have been able to not only to ensure the safety and well-being of the customer but also 'signpost' the relatives or family carers to different organisations that can offer support.

Due to Suffolk being very rural many elderly will not have any human contact at all during the day therefore social isolation being one of the major problems resulting in depression and malnutrition. Relatives have commented that their loved one is not only healthier from the meals but also happier as they are seeing someone that they can talk to on a daily basis.

We have, on numerous occasions, been to deliver a meal and found customers unwell and in need of medical help or on the floor as a result of a fall, being able to assist in getting them the support and help needed is not only a great help to themselves it is a relief to the relative's/family that someone is going into them. We pride ourselves on not just bring a nutritious meal but being there for someone to talk to and aide in what ever is needed for them.

## Aspect Living Foundation

### Report of the Trustees For The Year Ended 30th April 2021

#### FINANCIAL REVIEW

##### Financial Report for Year One to 30th April 2021

In the Three Years of operations, Aspect Living has made considerable strides in ensuring the business is sustainable for the long-term future.

Comparing Year Three with the First Year of Trading shows just how much progress has been made.

	Year One	Year Three	% Increase
No. of meals delivered	87,105	131,358	50.8
Meals income	£593,669	£954,607	60.8
Cost of meals delivered	£199,142	£301,445	51.4
Fleet	£62,794	£61,157	-2.6
Premises	£39,427	£45,203	14.6
Personnel	£297,451	£375,045	26.1
Number of staff (Year End)	39	42	7.7
Average wage per annum	£7,627	£8,930	17.1

#### Vehicle Fleet

ALF started this Financial Year with twenty Vehicles: fourteen Rented, three on Lease and three Owned. In August four more Vehicles were purchased to replace Rental and another two in November. By the end of the Financial Year, it became apparent that renewed Rental Contracts would cost in excess of £7,000 per annum, per Vehicle. This would have been completely unacceptable, so we had no alternative but to accelerate Vehicle purchases. A further six were purchased in April, making a total of Fourteen Vehicles owned outright by ALF at an average cost of £8,989 each. By the Year-end, as well as Fourteen Vehicles owned, ALF had Five on Lease and One Rented, still on the old contract. In all, Fleet costs in Year Three have been less than Year One, and we anticipate further reductions in the coming year now that most of the Fleet is owned outright by ALF.

Even though there is a charge for the meals provided to the customer this does not cover all cost due to the rurality of the Suffolk area and therefore a small subsidy must be made by ALF.

We have been lucky enough to have had the support of some Local grants, The Lottery Community Fund which has enabled us to reach out and support more elderly and vulnerable in the rural areas of Suffolk.

We have used any funding to promote awareness of our Service with the aim to expand into more rural areas therefore making these areas more financially viable.

#### Reserves policy

Our operating reserve is intended to provide an internal source of funds for situations such as a sudden increase in expenses, one-time unbudgeted expenses, unanticipated loss in funding, or uninsured losses.

The reserve may also be used for one-time, nonrecurring expenses that will build long-term capacity, as staff development, research and development, or investment in infrastructure.

Reserves are not intended to replace a permanent loss of funds or eliminate an ongoing budget gap. It is the intention of Aspect Living's reserves to be used and replenished within a reasonably short period of time.

The Reserve Policy will be implemented in concert with our other governance and financial policies and is intended to support the goals and strategies contained in these related policies and in our strategic and operational plans.

**Report of the Trustees  
For The Year Ended 30th April 2021**

**FACING THE FUTURE WITH CONFIDENCE**

ALF finished this Third Financial Year in a strong financial position, and able to look forward to the future with confidence, despite the uncertainties which now accompany the "New Normal".

After being awarded funding by the National Lottery Community Fund for 3 years this has not only enabled us to continue to support the additional influx of people requiring our Service during Covid but has given us the opportunity to offer our much-needed service further afield in Suffolk's rural countryside.

ALF - Suffolk Meals on Wheels is so much more than a meal delivery service, so many elderly and vulnerable would not be able to stay independent in their own homes without it. As we all move into later life and we can't do the things we used to be able to, or God forbid we get Alzheimer's or Dementia, and we can't cook, go to the supermarket, use a laptop to order online and have no family members to help us! The next move is a nursing home, care home or hospital. I don't know about you but moving house at a 'fit' age is stressful enough, imagine, being elderly and having to give up all that's near and dear to you, memories from way back when and even a loving pet which has been your only company for the past few years, to move into one room in a place full of strangers and have your privacy ripped from beneath you!

THAT'S how important meals on wheels is, keeping our elderly independent!

We are not JUST a meal service; we are a visit to someone during the day to check all is ok, a friendly face to chat to so they know they are not alone, a contact to the outside world however weird or wonderful it is, and in these times, the lucky ones who do have family, a reassurance for their loved ones and lastly a lovely hot meal and delicious dessert plated and placed in front of them with a drink to ensure they get the nutrition they need.

We are all looking forward to supporting many more elderly and vulnerable to stay happy, healthy, and independent in their own homes.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

There is a Data Protection and Safeguarding policies in place. DBS checks are carried out and reference checks prior to commencement of employment in line with the statutory requirements and all the Team are regularly reviewed and updated on all and any amendments.

Aspect Living Foundation (ALF) is partnered with D.I.S.T (Dementia Intense Support Team) The Red Cross, REACT (NHS Admission avoidance Team) INT's (Integrated Neighbourhood Team) SCC-ACC (Suffolk County Council Adult and Community workers) Sue Ryder, Ipswich Hospital and West Suffolk Hospital whom we work together to support the health and well-being of all customers with the aim of hospital avoidance and supported living independent in their own homes.

The Trustees have a quarterly meeting in which all matters in consideration of the well being of the charity, customers, staff, and volunteers are met.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1177031

**Principal address**

31 Pembroke Close  
Ipswich  
IP2 8PE

**Trustees**

Miss T J Aristodemou Chief Executive Officer  
S Charlott  
S Renualt  
L Kemp  
L Taylor Chairman

**Auditors**

Dominic Shaw FCCA  
Aston Shaw Limited  
Chartered Certified Accountants and Statutory Auditor  
The Union Building  
51-59 Rose Lane  
Norfolk  
NR1 1BY



**Aspect Living Foundation**

**Report of the Trustees  
For The Year Ended 30th April 2021**

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

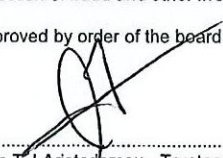
The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed 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, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on 21/02/22 and signed on its behalf by:

  
Miss T J Aristodemou - Trustee



**Report of the Independent Auditors to the Trustees of  
Aspect Living Foundation**

**Opinion**

We have audited the financial statements of Aspect Living Foundation (the 'charity') for the year ended 30th April 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 30th April 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

**Other matters**

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

The comparative figures disclosed in the financial statements are unaudited.

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities, the trustees are responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

**Report of the Independent Auditors to the Trustees of  
Aspect Living Foundation**

**Our responsibilities for the audit of the financial statements**

We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We obtained an understanding of the legal and regulatory frameworks that are applicable to the company and determined that the most significant are United Kingdom Accounting Standards, Charities Act 2011 and tax legislation (governed by HM Revenue and Customs).

Audit procedures performed by the engagement team included:

- Understanding the nature of the industry and sector;
- Understanding the management's internal controls designed to prevent and detect irregularities;
- Reviewing relevant meeting minutes;
- Testing transactions using substantive procedures;
- Identifying and testing journal entries, in particular any journal entries posted with unusual account combinations.

Our audit testing might include testing complete populations of certain transactions and balances, possibly using data auditing techniques. However, it typically involves selecting a number of items for testing, rather than testing complete populations. We will often seek to target particular items for testing based on their size or risk characteristics. In other cases, we will use audit sampling to enable us to draw a conclusion about the population from which the sample is selected.

There is inherent limitation in the audit procedures described above. The risk of detecting a material misstatement due to fraud is higher than the risk of not detecting one results from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

**Use of our report**

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

*Aston Shaw*

Dominic Shaw FCCA (Senior Statutory Auditor)  
Aston Shaw Limited  
Chartered Certified Accountants and Statutory Auditor  
The Union Building  
51-59 Rose Lane  
Norwich  
Norfolk  
NR1 1BY

Date: .....

*25<sup>th</sup> February 2022*

Aspect Living Foundation

Statement of Financial Activities  
For The Year Ended 30th April 2021

	Notes	Unrestricted fund £	Restricted funds £	30/4/21 Total funds £	30/4/20 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	7,795	73,751	81,546	20,328
<b>Charitable activities</b>					
Meals on wheels service	3	954,607	-	954,607	750,298
<b>Total</b>		<u>962,402</u>	<u>73,751</u>	<u>1,036,153</u>	<u>770,626</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Meals on wheels service	4	249,777	55,890	305,667	244,147
Administrative expenses		<u>558,941</u>	<u>6,884</u>	<u>565,825</u>	<u>499,196</u>
<b>Total</b>		<u>808,718</u>	<u>62,774</u>	<u>871,492</u>	<u>743,343</u>
<b>NET INCOME</b>		<u>153,684</u>	<u>10,977</u>	<u>164,661</u>	<u>27,283</u>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>45,944</u>	<u>16,116</u>	<u>62,060</u>	<u>34,777</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>199,628</u></u>	<u><u>27,093</u></u>	<u><u>226,721</u></u>	<u><u>62,060</u></u>

The notes form part of these financial statements

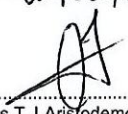


Aspect Living Foundation

Balance Sheet  
30th April 2021

	Notes	Unrestricted fund £	Restricted funds £	30/4/21 Total funds £	30/4/20 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	9	96,088	18,100	114,188	17,020
<b>CURRENT ASSETS</b>					
Stocks	10	7,794	-	7,794	7,392
Debtors	11	38,003	-	38,003	37,699
Cash at bank and in hand		<u>148,959</u>	<u>8,993</u>	<u>157,952</u>	<u>81,141</u>
		194,756	8,993	203,749	126,232
<b>CREDITORS</b>					
Amounts falling due within one year	12	<u>(54,644)</u>	-	<u>(54,644)</u>	<u>(25,044)</u>
<b>NET CURRENT ASSETS</b>		<u>140,112</u>	<u>8,993</u>	<u>149,105</u>	<u>101,188</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		236,200	27,093	263,293	118,208
<b>CREDITORS</b>					
Amounts falling due after more than one year	13	<u>(36,572)</u>	-	<u>(36,572)</u>	<u>(56,148)</u>
<b>NET ASSETS</b>		<u>199,628</u>	<u>27,093</u>	<u>226,721</u>	<u>62,060</u>
<b>FUNDS</b>	14				
Unrestricted funds				199,628	45,944
Restricted funds				<u>27,093</u>	<u>16,116</u>
<b>TOTAL FUNDS</b>				<u>226,721</u>	<u>62,060</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 21/02/21 and were signed on its behalf by:

  
Miss T J Aristodemou - Trustee

The notes form part of these financial statements



**Aspect Living Foundation**

**Cash Flow Statement  
For The Year Ended 30th April 2021**

	Notes	30/4/21 £	30/4/20 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	185,804	32,473
Interest paid		<u>(424)</u>	<u>(1,148)</u>
Net cash provided by operating activities		<u>185,380</u>	<u>31,325</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		<u>(108,569)</u>	<u>(481)</u>
Net cash used in investing activities		<u>(108,569)</u>	<u>(481)</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<u>76,811</u>	<u>30,844</u>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>81,141</u>	<u>50,297</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u>157,952</u>	<u>81,141</u>

The notes form part of these financial statements

Notes to the Cash Flow Statement  
For The Year Ended 30th April 2021

## 1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	30/4/21 £	30/4/20 £
Net income for the reporting period (as per the Statement of Financial Activities)	164,661	27,283
Adjustments for:		
Depreciation charges	11,402	4,900
Interest paid	424	1,148
Increase in stocks	(402)	(2,091)
Increase in debtors	(305)	(2,346)
Increase in creditors	10,024	3,579
Net cash provided by operations	<u>185,804</u>	<u>32,473</u>

## 2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.5.20 £	Cash flow £	At 30.4.21 £
Net cash			
Cash at bank and in hand	<u>81,141</u>	<u>76,811</u>	<u>157,952</u>
	<u>81,141</u>	<u>76,811</u>	<u>157,952</u>
Total	<u>81,141</u>	<u>76,811</u>	<u>157,952</u>

The notes form part of these financial statements

## 1. ACCOUNTING POLICIES

### Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The financial statements are presented in pound sterling (£), rounded to the nearest pound.

### Income

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

### Expenditure

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

### Tangible fixed assets

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

Plant and machinery - 20% on cost

Motor vehicles - 20% reducing balance

Computer equipment - 33% straight line

### Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

### Taxation

The charity is exempt from tax on its charitable activities.

### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

## 2. DONATIONS AND LEGACIES

	30/4/21	30/4/20
	£	£
Donations	<u>81,546</u>	<u>20,328</u>

Notes to the Financial Statements - continued  
For The Year Ended 30th April 2021

## 3. INCOME FROM CHARITABLE ACTIVITIES

	Activity	30/4/21 £	30/4/20 £
Meals delivered	Meals on wheels service	904,244	716,391
Tea packs	Meals on wheels service	<u>50,363</u>	<u>33,907</u>
		<u>954,607</u>	<u>750,298</u>

## 4. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 5) £	Totals £
Meals on wheels service	<u>301,043</u>	<u>4,624</u>	<u>305,667</u>

## 5. SUPPORT COSTS

	Finance £	Governance costs £	Totals £
Meals on wheels service	<u>424</u>	<u>4,200</u>	<u>4,624</u>

## 6. TRUSTEES' REMUNERATION AND BENEFITS

During the year, Trustees received total remuneration and benefits of £36,800 (2020: £33,200).

## Trustees' expenses

There were no trustees' expenses paid for the year ended 30th April 2021 nor for the year ended 30th April 2020.

## 7. STAFF COSTS

During the year, staff costs of £374,129 (2020: £320,071) were incurred by the charity.

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

	30/4/21	30/4/20
Staff	47	49
Volunteers	<u>18</u>	<u>21</u>
	<u>65</u>	<u>70</u>

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

## 8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	20,328	-	20,328
<b>Charitable activities</b>			
Meals on wheels service	<u>750,298</u>	<u>-</u>	<u>750,298</u>
<b>Total</b>	<u>770,626</u>	<u>-</u>	<u>770,626</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Meals on wheels service	244,147	-	244,147
Administrative expenses	495,045	4,151	499,196



Notes to the Financial Statements - continued  
For The Year Ended 30th April 2021

## 8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted funds £	Total funds £
<b>Total</b>	<b>739,192</b>	<b>4,151</b>	<b>743,343</b>
<b>NET INCOME/(EXPENDITURE)</b>	<b>31,434</b>	<b>(4,151)</b>	<b>27,283</b>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<b>14,510</b>	<b>20,267</b>	<b>34,777</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>45,944</b>	<b>16,116</b>	<b>62,060</b>

## 9. TANGIBLE FIXED ASSETS

	Plant and machinery £	Motor vehicles £	Computer equipment £	Totals £
<b>COST</b>				
At 1st May 2020	-	24,915	2,742	27,657
Additions	6,324	100,925	1,320	108,569
At 30th April 2021	6,324	125,840	4,062	136,226
<b>DEPRECIATION</b>				
At 1st May 2020	-	8,969	1,668	10,637
Charge for year	981	9,367	1,053	11,401
At 30th April 2021	981	18,336	2,721	22,038
<b>NET BOOK VALUE</b>				
At 30th April 2021	5,343	107,504	1,341	114,188
At 30th April 2020	-	15,946	1,074	17,020

## 10. STOCKS

	30/4/21 £	30/4/20 £
Stocks	7,794	7,392

## 11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	30/4/21 £	30/4/20 £
Trade debtors	38,003	37,699

Notes to the Financial Statements - continued  
For The Year Ended 30th April 2021

## 12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	30/4/21	30/4/20
	£	£
Trade creditors	45,036	20,228
Taxation and social security	4,217	2,872
Other creditors	<u>5,391</u>	<u>1,944</u>
	<u>54,644</u>	<u>25,044</u>

## 13. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	30/4/21	30/4/20
	£	£
Other creditors	<u>36,572</u>	<u>56,148</u>

## 14. MOVEMENT IN FUNDS

	At 1.5.20 £	Net movement in funds £	At 30.4.21 £
<b>Unrestricted funds</b>			
General fund	45,944	153,684	199,628
<b>Restricted funds</b>			
Motor Vehicles	15,946	(3,189)	12,757
Computer Costs	170	(170)	-
Anglian Water	-	2,456	2,456
Masonic	<u>-</u>	<u>11,880</u>	<u>11,880</u>
	<u>16,116</u>	<u>10,977</u>	<u>27,093</u>
<b>TOTAL FUNDS</b>	<u>62,060</u>	<u>164,661</u>	<u>226,721</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	962,402	(808,718)	153,684
<b>Restricted funds</b>			
Motor Vehicles	-	(3,189)	(3,189)
Computer Costs	-	(170)	(170)
National Lottery Community Fund	55,890	(55,890)	-
Anglian Water	5,000	(2,544)	2,456
Masonic	<u>12,861</u>	<u>(981)</u>	<u>11,880</u>
	<u>73,751</u>	<u>(62,774)</u>	<u>10,977</u>
<b>TOTAL FUNDS</b>	<u>1,036,153</u>	<u>(871,492)</u>	<u>164,661</u>

Notes to the Financial Statements - continued  
For The Year Ended 30th April 2021

## 14. MOVEMENT IN FUNDS - continued

## Comparatives for movement in funds

	At 1.5.19 £	Net movement in funds £	At 30.4.20 £
<b>Unrestricted funds</b>			
General fund	14,510	31,434	45,944
<b>Restricted funds</b>			
Motor Vehicles	19,932	(3,986)	15,946
Computer Costs	<u>335</u>	<u>(165)</u>	<u>170</u>
	<u>20,267</u>	<u>(4,151)</u>	<u>16,116</u>
<b>TOTAL FUNDS</b>	<u>34,777</u>	<u>27,283</u>	<u>62,060</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	770,626	(739,192)	31,434
<b>Restricted funds</b>			
Motor Vehicles	-	(3,986)	(3,986)
Computer Costs	<u>-</u>	<u>(165)</u>	<u>(165)</u>
	<u>-</u>	<u>(4,151)</u>	<u>(4,151)</u>
<b>TOTAL FUNDS</b>	<u>770,626</u>	<u>(743,343)</u>	<u>27,283</u>

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

	At 1.5.19 £	Net movement in funds £	At 30.4.21 £
<b>Unrestricted funds</b>			
General fund	14,510	185,118	199,628
<b>Restricted funds</b>			
Motor Vehicles	19,932	(7,175)	12,757
Computer Costs	<u>335</u>	<u>(335)</u>	<u>-</u>
Anglian Water	-	2,456	2,456
Masonic	<u>-</u>	<u>11,880</u>	<u>11,880</u>
	<u>20,267</u>	<u>6,826</u>	<u>27,093</u>
<b>TOTAL FUNDS</b>	<u>34,777</u>	<u>191,944</u>	<u>226,721</u>

Notes to the Financial Statements - continued  
For The Year Ended 30th April 2021

## 14. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	1,733,028	(1,547,910)	185,118
<b>Restricted funds</b>			
Motor Vehicles	-	(7,175)	(7,175)
Computer Costs	-	(335)	(335)
National Lottery Community Fund	55,890	(55,890)	-
Anglian Water			
	5,000	(2,544)	2,456
Masonic	<u>12,861</u>	<u>(981)</u>	<u>11,880</u>
	<u>73,751</u>	<u>(66,925)</u>	<u>6,826</u>
<b>TOTAL FUNDS</b>	<u><u>1,806,779</u></u>	<u><u>(1,614,835)</u></u>	<u><u>191,944</u></u>

## 15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30th April 2021.



**Aspect Living Foundation**

**Detailed Statement of Financial Activities  
For The Year Ended 30th April 2021**

	30/4/21 £	30/4/20 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	81,546	20,328
<b>Charitable activities</b>		
Meals delivered	904,244	716,391
Tea packs	<u>50,363</u>	<u>33,907</u>
	<u>954,607</u>	<u>750,298</u>
<b>Total incoming resources</b>	1,036,153	770,626
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Opening stock	7,392	5,301
Purchases	301,445	245,090
Closing stock	<u>(7,794)</u>	<u>(7,392)</u>
	301,043	242,999
<b>Administrative expenses</b>		
Wages	374,129	320,071
Office expenses	5,476	3,627
Insurance	28,304	26,497
Light and heat	16,118	15,451
Telephone	1,445	1,504
Postage and stationery	2,980	3,322
Advertising	1,651	2,586
Motor expenses	61,157	62,153
Travel expenses	247	77
Legal and professional	1,387	611
Computer costs	6,805	7,280
Repairs and renewals	3,759	1,922
Premises rent	43,379	40,594
Volunteer expenses	2,619	2,126
Accountancy	-	1,800
Bank charges	4,390	4,675
Bad debts	577	-
Plant and machinery	981	749
Motor vehicles	9,367	3,986
Computer equipment	<u>1,054</u>	<u>165</u>
	565,825	499,196
<b>Support costs</b>		
<b>Finance</b>		
Loan interest	424	1,148
<b>Governance costs</b>		
Auditors' remuneration	<u>4,200</u>	<u>-</u>
<b>Total resources expended</b>	<u>871,492</u>	<u>743,343</u>
<b>Net income</b>	<u>164,661</u>	<u>27,283</u>

This page does not form part of the statutory financial statements