

Charity registration number 1177031

**ASPECT LIVING FOUNDATION**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 APRIL 2023**

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# ASPECT LIVING FOUNDATION

## LEGAL AND ADMINISTRATIVE INFORMATION

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Trustees	Miss TJ Aristodemou - Chief Executive Officer Miss S Charlott Miss S Renualt Miss L Kemp Mr L Taylor - Chairman
Charity number	1177031
Principal address	31 Pembroke Close Ipswich Suffolk England IP2 8PE
Registered office	31 Pembroke Close Ipswich IP2 8PE
Auditor	Aston Shaw Limited Chartered Certified Accountants Statutory Auditor The Union Building, 51-59 Rose Lane Norwich Norfolk England NR1 1BY

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# ASPECT LIVING FOUNDATION

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# ASPECT LIVING FOUNDATION

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 30 APRIL 2023

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#### 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.

#### Aspect Living Foundation

In ALF's fifth 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), ESC (East Suffolk Council), 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, these were delivered to all our customers who were alone and received Meals over the Christmas period.

#### Value Added Taxes and Other Taxes

ALF is exempt from VAT because we are not just a hot meal service, we also provide a Health and Well-being check 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/Support Worker 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.

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 governing document, 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 1 January 2019).



# ASPECT LIVING FOUNDATION

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 30 APRIL 2023

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#### Objectives and activities

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 service 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.

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 550 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-one Vehicles for delivering Meals, and a pool of 65 Driver/Support Workers and Volunteers to call on. Meals are delivered to Customers between 11.30am and 2.15pm 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.

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

We employ 48 staff and 19 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 five ALF is sufficiently established has no debts and is buying Vehicles as circumstances allow.



# ASPECT LIVING FOUNDATION

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 30 APRIL 2023

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#### 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/Support Workers 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 43% 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/Support Workers 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 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 people 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, an aide or any support we are able to provide.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### Achievements and performance

##### Financial review

##### YEAR FIVE

Since the influx of customers due to Covid, the Charity has continued to grow.

Our 'Hospital to Home' project is funded by local funders, we liaised with Suffolk Community Foundation, an "umbrella" charity which invites Donations from local individuals and businesses, and then directs these funds to worthwhile causes.

The H2H project is a 7-day care package consisting of a hot main and dessert lunchtime meal and tea pack for the evening provision. The driver also completes a health and wellbeing check to ensure that the customer has the support needed. This is free of charge to the customer and enables them to get back into independent living and back into the community. Discharge Teams from all hospitals in Suffolk who have patients that are ready to be discharged but have no support network, can refer them for the 7-day H2H project knowing that the customer will be supported, this in turn helps the NHS free up much needed beds for further patients. We have been able to evident that this has prevented readmissions in some customers which proves the Project is successful, therefore we are hoping to continue the project into year six.



# ASPECT LIVING FOUNDATION

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 30 APRIL 2023

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The start of year five was seeming like it was going to be a good year, and it was, until May 22.

We were lucky enough to have inherited 3 industrial ovens from RVS, and they had been doing really well. RVS had had them for 12 years before we took them over, then in May they started to fail one by one. The expense to keep them running was growing so the decision to purchase 3 new ones was made. This was a large expense to the charity but a necessity to ensure the Service was on point.

Then June 22 happened....

In the recent years, situations that you could not imagine ever happening, three years of Covid for example, and agreed this was the ultimate of situations that any organisation has to cope with, and we were lucky enough to survive where others didn't. The 'energy crisis', which, to this day is an ongoing situation that we are all endeavouring to cope with and with the help of government support schemes, this has become less of an issue. Then for a Meals on Wheels Charity, the unthinkable happened!

On the 20 June 2022 we received an email from our main food supplier that all food supplies had been ceased due to a cyber-attack! No food was going to be delivered for the immediate future. Our first thought was, WHAT?! It seemed like this could be some sort of scam mail, but after checking on the order system, realisation that this was scarily correct. Not only had the UK food supply been attacked but the main manufacturer in Europe had also been hacked. This would also include hospitals, care homes!

Survival mode then kicked in, two walk-in freezers had enough meals in for 4 days (it wouldn't been the choices that everyone would have wanted, but it would be food) and then we were in trouble.

Finding another supplier is not impossible but when the other suppliers had heard about the cyberattack and doubled their prices, also had implemented an extended delivery time of 10 days, for a Non-Profit Charity, who needs food in 4 days, it's not ideal!

We then spoke to a local cash and carry and explained the situation, not only did they ensure us that they could supply us asap, but they discounted all food for us 'that' action deserves respect.

After speaking to one of the higher positioned persons in our food supplier, they really did pull out all the stops and processed a manual order of 2 weeks' worth of food, 12 cages, our freezers were crammed but we had food! They also ensured us that they would continue to supply us manually to support the Charity. This continued until mid-September, it was a lot more work for both sides, but it was food.

There were two major changes to come out of this, firstly, it made us as an Organisation that have a contingency plan if this, God forbid, ever happens again and secondly, it has made us all upgrade our cyber protection, bringing in the two-step authentication in all of our PC's and software.

After this, Covid, energy crisis, it makes you wonder, what's next!

We are a strong Organisation, and, like a lot of Organisations, have been through a lot in the first five years of our life as a Charity but on the plus side, we have achieved so much: -

**From 22nd May 2018 – 9th April 2023**

**Meals Delivered - 586158**

**People Supported - 83737 (over 7 days meal delivery)**

**Vehicles Purchased - 20**

**Debts Cleared - 55000.00**

This has all been made possible due to the ALF Team on the ground who do an amazing job supporting the lovely people that have our Service, the Trustees that offer a massive amount of support to me and keep me grounded, all the Organisations that have believed in us from day one and the Benefactors that loaned the ALF the money to start this vital and rewarding service.



# ASPECT LIVING FOUNDATION

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 30 APRIL 2023**

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### Vehicle Fleet

ALF started this Financial Year with twenty-one Vehicles: 16 owned and 5 Leased. We are now in the position to buy another car to join the fleet with ALF now owning 17 cars and 4 Leased.

Even though there is a charge for the meals provided to the customer this does not cover all costs 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.

### Start-up Finance

In early 2018, when ALF was being conceived, the charity of course had no Published Accounts or Credit History. Nevertheless, two Benefactors came forward and offered open-ended, unsecured Loans to the charity totalling £55,000 from their personal savings.

Without this finance ALF would not have been able to take over the vital Meals on Wheels service.

By November 2021 ALF's finances had improved so dramatically that the charity was able to repay the remainder of these funds and is now "debt-free". Aspect Living Foundation wishes to record its heartfelt thanks for the confidence shown in its ability to improve and diligently manage Meals on Wheels Suffolk successfully.

### 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.



# ASPECT LIVING FOUNDATION

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 30 APRIL 2023

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#### Plans for future periods

##### Facing the Future with Confidence

ALF finished this Fifth Financial Year in a strong financial position, and able to look forward to the future with confidence. The H2H project is continuing into year 6 and we are hoping for it to be indefinite as not only does it alleviate pressure on the NHS but really supports the elderly get back into the community and independent living.

ALF - Meals on Wheels Suffolk is so much more than a meal delivery service, so many elderly and vulnerable people would not be able stay independently 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) SCCACC (Suffolk County Council Adult and Community workers) ESC (East Suffolk Council) Sue Ryder, Ipswich Hospital and West Suffolk Hospital whom we work together to support the health and wellbeing 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.

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

Miss TJ Aristodemou - Chief Executive Officer

Miss S Sharlott

Miss S Renualt

Miss L Kemp

Mr L Taylor - Chairman

Trustees are appointed or reappointed annually (depending on initial term)



# ASPECT LIVING FOUNDATION

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 30 APRIL 2023**

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

  
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Miss TJ Aristodemou - Chief Executive Officer  
Trustee

Date: 06/12/23  
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# **ASPECT LIVING FOUNDATION**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

### ***FOR THE YEAR ENDED 30 APRIL 2023***

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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 trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and 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.



# ASPECT LIVING FOUNDATION

## INDEPENDENT AUDITOR'S REPORT

### TO THE TRUSTEES OF ASPECT LIVING FOUNDATION

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#### Opinion

We have audited the financial statements of Aspect Living Foundation (the 'charity') for the year ended 30 April 2023 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (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 30 April 2023 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 *Auditor's 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 information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. 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 course of 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.

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

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

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



# ASPECT LIVING FOUNDATION

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF ASPECT LIVING FOUNDATION

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#### **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities, the trustees are responsible for the preparation of the financial statements and for being satisfied that they 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 cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor 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 an auditor's report 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.

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, UK 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 is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

#### **Other matters**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended) 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.

This has been done in order for the financial statements to provide a true and fair view in accordance with current Generally Accepted Accounting Practice.



# ASPECT LIVING FOUNDATION

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF ASPECT LIVING FOUNDATION

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#### Use of our report

This report is made solely to the company's members, as a body, in accordance with section 391 of the Companies Act 2014. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Mr Sotos Christophi FCCA (Senior Statutory Auditor)**  
**for and on behalf of Aston Shaw Limited**

**Chartered Accountants**  
**Statutory Auditor**



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08/12/2023

Chartered Certified Accountants  
Statutory Auditor  
The Union Building, 51-59 Rose Lane  
Norwich  
Norfolk  
England  
NR1 1BY

Aston Shaw Limited is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.



# ASPECT LIVING FOUNDATION

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 APRIL 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
<b>Income and endowments from:</b>							
Donations and legacies	3	154	59,284	59,438	11,244	74,400	85,644
Charitable activities	4	1,088,292	6,622	1,094,914	976,509	8,126	984,635
Other income	5	4,480	-	4,480	1,440	-	1,440
<b>Total income</b>		<b>1,092,926</b>	<b>65,906</b>	<b>1,158,832</b>	<b>989,193</b>	<b>82,526</b>	<b>1,071,719</b>
<b>Expenditure on:</b>							
Charitable activities	6	993,216	77,112	1,070,328	856,368	74,812	931,180
<b>Net incoming/(outgoing) resources before transfers</b>		<b>99,710</b>	<b>(11,206)</b>	<b>88,504</b>	<b>132,825</b>	<b>7,714</b>	<b>140,539</b>
Gross transfers between funds		13,267	(13,267)	-	6,810	(6,810)	-
<b>Net income/(expenditure) for the year/</b>							
<b>Net movement in funds</b>		<b>112,977</b>	<b>(24,473)</b>	<b>88,504</b>	<b>139,635</b>	<b>904</b>	<b>140,539</b>
Fund balances at 1 May 2022		339,263	27,997	367,260	199,628	27,093	226,721
<b>Fund balances at 30 April 2023</b>		<b>452,240</b>	<b>3,524</b>	<b>455,764</b>	<b>339,263</b>	<b>27,997</b>	<b>367,260</b>

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

All income and expenditure derive from continuing activities.



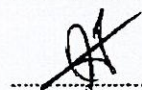
# ASPECT LIVING FOUNDATION

## BALANCE SHEET

AS AT 30 APRIL 2023

	Notes	2023 £	£	2022 £	£
<b>Fixed assets</b>					
Tangible assets	11		170,640		133,425
<b>Current assets</b>					
Stocks	12	7,716		6,865	
Debtors	13	38,628		37,680	
Cash at bank and in hand		286,140		236,247	
		<u>332,484</u>		<u>280,792</u>	
<b>Creditors: amounts falling due within one year</b>	14	<u>(47,360)</u>		<u>(46,957)</u>	
Net current assets			285,124		233,835
<b>Total assets less current liabilities</b>			<u>455,764</u>		<u>367,260</u>
<b>Income funds</b>					
Restricted funds	15		3,524		27,997
Unrestricted funds			452,240		339,263
			<u>455,764</u>		<u>367,260</u>

The financial statements were approved by the Trustees on 06/12/23



Miss TJ Aristodemou - Chief Executive Officer  
Trustee



# ASPECT LIVING FOUNDATION

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 APRIL 2023

	Notes	2023 £	£	2022 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	18		116,484		123,836
<b>Investing activities</b>					
Purchase of tangible fixed assets		(82,440)		(53,790)	
Proceeds from disposal of tangible fixed assets		15,850		8,250	
<b>Net cash used in investing activities</b>			(66,591)		(45,540)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>			49,893		78,296
Cash and cash equivalents at beginning of year			236,247		157,951
<b>Cash and cash equivalents at end of year</b>			286,140		236,247



# ASPECT LIVING FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 30 APRIL 2023

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#### 1 Accounting policies

##### Charity information

Aspect Living Foundation is a Charitable incorporated organisation.

##### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

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, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. 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.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

##### 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.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.



# ASPECT LIVING FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 APRIL 2023

### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 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:

Plant and Machinery	20% Reducing Balance
Computer equipment	33% Straight Line
Motor vehicles	20% Reducing Balance

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 the statement of financial activities.

#### 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 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

#### 1.9 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.



# ASPECT LIVING FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 APRIL 2023

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### 1 Accounting policies

(Continued)

#### 1.10 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.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.11 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.

#### 1.12 Retirement benefits

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



# ASPECT LIVING FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 APRIL 2023

### 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.

### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Donations	154	59,284	59,438	11,244	74,400	85,644

### 4 Charitable activities

	Charitable Income 2023	Charitable Income 2022
	£	£
Meals Delivered	1,005,876	914,349
Tea Packs	89,038	70,286
	1,094,914	984,635
Analysis by fund		
Unrestricted funds	1,088,292	976,509
Restricted funds	6,622	8,126
	1,094,914	984,635

### 5 Other income

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Net gain on disposal of tangible fixed assets	4,480	1,440



# ASPECT LIVING FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 APRIL 2023

### 6 Charitable activities

	Charitable Expenditure 2023 £	Charitable Expenditure 2022 £
Meals on wheels service	406,454	332,214
Staff costs	472,467	418,630
Depreciation and impairment	33,856	27,743
Office Expenses	4,665	7,081
Insurance	28,252	26,085
Light and Heat	6,667	12,163
Telephone	2,454	1,553
Postage and Stationery	4,619	3,219
Advertising	4,150	1,305
Motor expenses	28,837	29,389
Rates and Refuse Collection	2,923	3,561
Computer Costs	10,930	9,030
Repairs and Renewals	3,007	1,222
Premises Rent	49,852	46,647
Bank Charges	5,402	4,613
Bad debts	688	986
Travel expenses	280	149
Volunteer expenses	-	316
	<u>1,065,503</u>	<u>925,906</u>
Share of governance costs (see note 7)	4,825	5,274
	<u>1,070,328</u>	<u>931,180</u>
<b>Analysis by fund</b>		
Unrestricted funds	993,216	856,368
Restricted funds	77,112	74,812
	<u>1,070,328</u>	<u>931,180</u>



# ASPECT LIVING FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 APRIL 2023

### 7 Support costs

	Support costs £	Governance costs £	2023 £	2022 £
Audit fees	-	4,620	4,620	4,620
Legal and professional	-	205	205	654
	-	4,825	4,825	5,274
Analysed between Charitable activities	-	4,825	4,825	5,274

Governance costs includes payments to the auditors of £4,620 (2022- £4,620) for audit fees.

### 8 Trustees

#### Trustees' Remuneration and Benefits

During the year, Trustees received total remuneration and benefits of £41,237 (2022: £40,476).

#### Trustees' Expenses

There were no trustees' expenses paid for the year ended 30th April 2023 nor for the year ended 30th April 2022.

### 9 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Staff	44	43
Volunteers	16	16
Total	60	59

#### Employment costs

	2023 £	2022 £
Wages and salaries	469,360	415,696
Other pension costs	3,107	2,934
	472,467	418,630

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



# ASPECT LIVING FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 30 APRIL 2023

#### 10 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

#### 11 Tangible fixed assets

	Plant and Machinery £	Computer equipment £	Motor vehicles £	Total £
<b>Cost</b>				
At 1 May 2022	6,324	4,062	163,005	173,391
Additions	35,940	-	46,500	82,440
Disposals	-	-	(17,200)	(17,200)
At 30 April 2023	42,264	4,062	192,305	238,631
<b>Depreciation and impairment</b>				
At 1 May 2022	2,048	3,322	34,594	39,964
Depreciation charged in the year	6,104	440	27,313	33,857
Eliminated in respect of disposals	-	-	(5,830)	(5,830)
At 30 April 2023	8,152	3,762	56,077	67,991
<b>Carrying amount</b>				
At 30 April 2023	34,112	300	136,228	170,640
At 30 April 2022	4,275	739	128,411	133,425

#### 12 Stocks

	2023 £	2022 £
Stocks	7,716	6,865

#### 13 Debtors

	2023 £	2022 £
<b>Amounts falling due within one year:</b>		
Trade debtors	38,628	37,680



# ASPECT LIVING FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2023

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### 14 Creditors: amounts falling due within one year

	2023 £	2022 £
Taxation and social security	3,512	4,828
Trade creditors	35,361	28,091
Other creditors	277	6,899
Accruals and deferred income	8,210	7,139
	<u>47,360</u>	<u>46,957</u>



# ASPECT LIVING FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2023

### 15 Restricted funds

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

	Balance at 1 May 2021 £	Movement in funds			Balance at 1 May 2022 £	Movement in funds			Transfers £	Resources expended £	Incoming resources £	Movement in funds			Transfers £	Resources expended £	Incoming resources £	Balance at 30 April 2023 £
		Incoming resources £	Resources expended £	Transfers £		Incoming resources £	Resources expended £	Transfers £				Incoming resources £	Resources expended £	Transfers £				
Motor Vehicles	12,757	-	(2,551)	(6,810)	3,396	-	(2,551)	(6,810)	-	(679)	-	-	(679)	-	-	-	-	2,717
National Lottery Community Fund	-	53,105	(53,105)	-	-	49,284	(49,284)	-	-	(2,456)	-	-	(2,456)	-	-	-	-	-
Anglian Water	2,456	-	-	-	2,456	-	-	-	-	-	-	-	-	-	-	-	-	-
Masonic	11,880	-	(1,069)	-	10,811	-	(1,069)	-	-	-	-	10,000	(20,527)	(10,811)	-	-	-	807
Hospital to Home	-	21,295	(9,961)	-	11,334	-	(9,961)	-	-	(6,622)	-	6,622	(6,622)	-	-	-	-	-
Winter Hardship Fund	-	8,126	(8,126)	-	-	-	(8,126)	-	-	-	-	-	-	-	-	-	-	-
	27,093	82,526	(74,812)	(6,810)	27,997	65,906	(77,112)	(13,267)	-	(77,112)	(13,267)	65,906	(77,112)	(13,267)	-	-	3,524	



# ASPECT LIVING FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 APRIL 2023

### 16 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 30 April 2023 are represented by:						
Tangible assets	167,923	2,717	170,640	130,029	3,396	133,425
Current assets/(liabilities)	284,317	807	285,124	220,568	13,267	233,835
	<u>452,240</u>	<u>3,524</u>	<u>455,764</u>	<u>350,597</u>	<u>16,663</u>	<u>367,260</u>

### 17 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

### 18 Cash generated from operations

	2023 £	2022 £
Surplus for the year	88,504	140,539
Adjustments for:		
Gain on disposal of tangible fixed assets	(4,480)	(1,440)
Depreciation and impairment of tangible fixed assets	33,856	27,743
Movements in working capital:		
(Increase)/decrease in stocks	(851)	929
(Increase)/decrease in debtors	(948)	324
Increase/(decrease) in creditors	403	(44,259)
<b>Cash generated from operations</b>	<u>116,484</u>	<u>123,836</u>

### 19 Analysis of changes in net funds

The charity had no debt during the year.