

CHARITY COMMISSION

Susan's Farm CIO

Registration number: 1183223

**Annual Report and Financial
Statements**

30 April 2021



Susan's Farm CIO

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Susan's Farm CIO

Reference and Administrative Details

Charity name	Susan's Farm CIO
Charity registration number	1183223
Principal office	145 Houghton Road CARLISLE CA3 0LD
Registered office	145 Houghton Road CARLISLE CA3 0LD
Trustees	F Merritt-Smith, Chair L Slater J McGarry J Aglionby J Morris (Resigned 8 December 2020)
Accountant	Dodd & Co Limited FIFTEEN Rosehill Montgomery Way Rosehill Estate CARLISLE CA1 2RW

Susan's Farm CIO
Trustees' Report for the Year Ended 30 April 2021

The financial statements have been prepared in accordance with the accounting policies set out in the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable in the UK and Republic of Ireland.

1. Purposes of Susan's farm CIO

The Charitable Objects of Susan's Farm CIO are for the benefit of the public as follows:

- 1) To advance education among disadvantaged and/or vulnerable adults and young people with learning difficulties, challenging behaviours, or mental/physical health problems ("the beneficiaries") through the establishment and operation of a farm, providing training and other educational facilities in agriculture, horticulture and other related skills.
- 2) To develop the capacity and skills of the beneficiaries in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.
- 3) The advancement of education through the provision of educational programmes on agriculture, horticulture and other farming related skills to children, young people and adult learners.

In setting the objectives of the charity the trustees have complied with the Charity Commission guidance on public benefit.

Susan's Farm CIO's vision, aims and values were agreed in October 2019 as follows:

Our vision is that people's lives are transformed by working together in purposeful outdoor activity so they can reach their full potential.

Our aim is that we transform the lives of children and vulnerable people in our community through vocational farming activity by

- engaging people in purposeful, educational, land-based and horticultural activities on a working organic farm, gaining skills and qualifications
- offering real work; rearing farm animals, growing horticultural produce and cooking nutritious food
- connecting people to the land, farming in harmony with the environment and knowing where food comes from
- helping people to develop their life skills and capacity to participate in society more fully

Our values are that we:

- Give everyone a chance – including the time needed and help to develop their abilities
- Respect others, with a non-judgmental attitude
- Empower people so they have a sense of well-being and feel valued Work together as we can develop more together than alone
- Work outdoors as this has great healing/restorative properties
- Care and nurture the world around us
- Are environmental sustainable

We deliver our aims and objectives across **seven** educational strands:

Educational visits for school classes to learn about food, farming and nature. These include both primary and secondary school visits.

Alternative provision for teenage learners to provide purposeful learning and personal development through agricultural activities.

Care Farming for those with long term mental health illnesses using therapeutic agricultural activities.

Care Gardening for offenders and ex-offenders using therapeutic horticultural activities.

Susan's Farm CIO
Trustees' Report for the Year Ended 30 April 2021

Public engagement using digital media, open days, workshops and farm visits

Work placements for undergraduates, post-graduates and post-16 students

Research activities with partnering organisations

The Strategic Objectives for Susan's Farm CIO for 2020 – 2021 were:

- 1) To deliver a change programme that creates a sustainable organisational model for Susan's Farm for the future, supported by sound financial monitoring and policy implementation.
- 2) To review the educational provision at Susan's Farm, identifying areas for improvement and building upon and strengthening its offer.

2. Achievements, Performance and Impact

Towards achieving our strategic objective 1: creating a sustainable organisation

In July, the Trustees commissioned an independent external review of the charity's education programmes. The report was considered by the Trustees, staff and key volunteers. As a result, there was a period of in-house action planning and from this a consultant was appointed to work on site to instigate and deliver a change programme to ensure all policies and procedures are updated and that our programme of activities optimises the assets available to Susan's Farm. Subsequently, in April 2021, we appointed a permanent part-time General Manager to oversee the day-to-day management and development of the farm and its charitable educational activities.

A new suite of policies and procedures governing activities and arrangements across all areas of the organisation has been developed. Each policy has an operational owner and a Trustee owner to improve accountability. We are working towards registration as a Care Farm with Social Farms and Gardens and submitted our documentation in July 2021.

Significant work has been undertaken to build and strengthen the Farm's infrastructure, with a new finance system being introduced and embedded, and the development of a new suite of policies and procedures to support all aspects of the Farm's back-office operations.

Transition of administrative and support tasks from our founder, Susan Aglionby, to employed staff has continued, which further embeds resilience and continuity into the charity. Staff roles and responsibilities have been reviewed, resulting in greater clarity and ownership of job roles. A bench-marking exercise of salaries was undertaken and salaries adjusted accordingly to ensure the charity remained competitive and can recruit and retain the best staff, with contracts being made permanent. All permanent staff are now paid at least the rate recommended by the National Living Wage Foundation.

The charity has designated staff for the following key roles: Health and Safety Manager, First Aid Manager, Designated Safeguarding Officer and deputies.

The contributions made by volunteers has continued to be important and the policies, role descriptions, training and management of volunteers have been implemented. A volunteer co-ordinator, who is also a volunteer, is responsible for ensuring all volunteers are recruited, inducted and are suitably qualified or trained and compliant with safe-guarding requirements.

We have raised our social media profile with enhanced and more frequent up-to-date information on Facebook and our website, proving more accessible information about activities and events at the farm.

Our farming activities have continued to be a strength of the charity providing meat for sales and meaningful educational activities. We have again been certified as an organic farm by The Soil Association and 'Pasture for Life' certification mark by the Pasture-Fed Livestock Association (PFLA), and the Farm was awarded winner in the Northern Longhorn Small herd Group, in October 2020. Towards the end of the year, we have started a review of our grassland management plans, which will be a focus for the coming year to enable us to continue to manage our land sustainably by protecting and building our soil, maximising the value derived from our grassland and practicing low external input farming. The farm has also leased additional land adjacent to its current land to provide more grazing areas. Our farming is supported by new Animal Welfare and Environmental policies.

Susan's Farm CIO

Trustees' Report for the Year Ended 30 April 2021

Sales of our organic beef, mutton, hogget and lamb have been very strong this year contributing 26% to our overall income. Online sales, sales from the farm door and from the local Farmer's market have also helped support the community during the COVID pandemic. A new Food Sales policy has been developed to support these activities. Our focus for next year will be to expand our customer list and ensure sales are directed through a central point of contact.

Our Environmental Health inspection (Jan 2020) gave us a Food Hygiene rating of 5, the highest possible, with very good standards for hygienic food handling, and good standards for cleanliness and condition of buildings and management of food safety. Since then we have completed a full HACCP review, with our cook undertaking her L3 HACCP and have created a full HACCP plan using the digital platform, MyHACCP. All staff who handle food have undergone either internal training or completed their L1 or L2 Food Hygiene qualifications. The preparation of food for internal and external consumption is also supported by a range of new policies.

Towards achieving our strategic objective 2: building and strengthening our education offer

During the first COVID-19 lockdown all educational services at the Farm were suspended for a short period. However, under COVID secure arrangements, the Farm continued to maintain contact with regular attendees through our Care and Contact programme which included regular phone calls and 'meals on wheels'. Face to face services resumed on a reduced basis from July 2020, pausing briefly in January 2021 for four weeks due to rising cases. For the remainder of the year our services continued to support regular attendees and resumed fully after Easter 2021. Throughout this period the Management Committee monitored and reviewed the situation and followed Public Health England's advice to ensure that our beneficiaries, staff, employees and visitors remained safe and supported through our risk-assessed activities.

Our educational offer is delivered using seven different strands and the approach taken to strengthen the offer this year has differed depending on their needs and current situation as follows:

Educational visits

During this last year our educational visits ceased due to COVID. We recruited a new Schools and Community Education Lead in time to resume visits in April 2021 when lockdown restrictions eased. During the month of April our school farm visit programme re-commenced with a 6-week block of sessions for Years 1 and 2 from Brook Street School (60 children) and we welcomed visitors to our wetlands at Aglionby during the Easter holidays (8 children). Bookings for school and community group visits for the rest of the year resumed and remain a focus for the next year. We will be revamping our educational offer to include the ability to offer the John Muir awards, Citizen Science projects and a range of new activities to support the National Curriculum, health and well-being and increase cultural capital.

Alternative provision (AP)

Our regular 6 AP students continued to attend sessions for the majority of the year under the guidance of a new AP Education Lead who started Sept 2020. During this year we have become an ASDAN centre and have started short courses in animal care and gardening with our AP students. We have renewed our Admission and Referral policy and procedures so it is clearer for commissioners to make referrals and have supported this with a Behaviour and Relationships policy which outlines our shared expectations which focus on the 4R's: respect, responsibility, reciprocity and resilience. A new induction process has been introduced with improved setting of targets and monitoring of outcomes. We have mapped our farming activities to the skills and knowledge that are gained from attending. All information is now easily available on our website and a digital brochure. Our offer to schools has changed its emphasis and we are championing ourselves as part of an early help/intervention strategy. Since April we have increased our contacts with schools, Children's services and the Virtual School and referrals continue to increase: the development of this provision will be focus for next year.

Care Farming

Despite COVID, our eight regular care farmers attended sessions for the majority of the year and continued to gain the support that their time with us gives them. Seven Care Farmers completed their L1 City and Guilds Land-based Studies Certificate or Diploma, in conjunction with Newton Rigg College this year and received them at an awards ceremony in front of family and friends at Open Farm Sunday in June 2021. Our Occupational Therapy placement students have worked closely with the Care Farmers to support us to develop our offer and monitor outcomes. This remains a focus for next year. We have also established a collaboration with Right2Work CIC (R2W), based in Kendal, and applied to Cumbria County Council to be an additional site for R2W's day services. This will enable us to secure funding to offer further placements Autumn 2021. We have also benefitted from a small grant from the Hadfield Trust to support our work with this group of beneficiaries.

Susan's Farm CIO
Trustees' Report for the Year Ended 30 April 2021

Care Gardening

Our project Growing Changes has also continued to support the Care Gardeners from its site in Carlisle and although numbers of beneficiaries have dropped during the year, contacts have been retained and since April 2021 the number of people accessing this support have steadily increased. Maximalising this resource will be a focus for the coming year.

Public engagement

Education through public engagement has been restricted to digital media during the pandemic and we have updated people using more regular Facebook posts and our website. We welcomed 158 visitors over four days in the Easter holidays for COVID-secure self-guided walks and have more walks, health and well-being workshops and Open farm Sunday planned for the Spring and Summer months.

Work placements

We have continued to support work placements and have supported three residential lambing placements (two pre-vet and one veterinary student) and 4 Occupational Therapy students on placement as part of their Master's degree from the University of Cumbria. We are continuing to support work placements in future years and will also support the Government's Kickstart scheme in collaboration with The Ernest Cook Trust next year.

Research Activities

Our planned research programme with the University of Cumbria exploring the benefits and impacts of our AP was delayed and did not commence until May 2021-this will be reported on in next year's report.

Monitoring of pasture with the University of Lancaster on healthy swards has continued in collaboration with The Farmer Network and continues to develop our understanding of organic farming and sustainable farming.

Our research activities will continue into next year.

3. Structure, Governance and Management

Susan's Farm was registered with the Charity Commission of England and Wales as a Charitable Incorporated Organisation (CIO) on 2nd May 2019 on its conversion from a Community Interest Company (CIC).

Susan's Farm CIO uses the Foundation model constitution from the Charity Commission which was adopted by the trustees on the 17th April 2019. The only members of the CIO are the trustees. The declaration and handling of conflicts of interest are covered in the constitution.

The constitution requires there to be between 3 and 12 trustees. Susan's Farm CIO had five trustees in May 2020, with one trustee (Judy Morris) standing down in December 2020. The trustees as of 30th April 2021 are:

Fiona Merritt-Smith

Lindsey Slater

Joseph McGarry

Dr Julia Aglionby

Day to day management of Susan's Farm CIO is delegated through its Scheme of Delegation to the Management Committee whose membership includes trustees, staff and a volunteer. A General Manager was engaged on a contract basis in October 2020 and subsequently appointed in April 2021, to lead the organisation on a day-to-day basis on a 0.4 FTE employment contract, and to ensure that Susan's Farm achieved the progress and development required to ensure its sustainability for the long term.

Recruitment, Induction and Training of trustees

The Trustees were chosen to bring a range of skills and experience to the establishment and governance of Susan's Farm CIO including those with personal experience of the setting as volunteers or carers of beneficiaries, in addition to professional skills in education, financial management and land management. We continue to seek additional Trustees to strengthen the Trustee group, and information, role description and an application form is now on the website.

Susan's Farm CIO
Trustees' Report for the Year Ended 30 April 2021

Trustees on appointment are provided with the guidance from the Charity Commission on the duties and responsibilities of Trustees, and are provided with any training as needed including safeguarding training. Guidance is sought from Cumbria Voluntary Service and training on the operations of the organisation is provided through regular review sessions with staff and volunteers. Trustees also attend seminars and workshops and visit other settings to learn from best practice elsewhere.

Related parties

One Trustee, Julia Aglionby, is part owner of some of the land leased to Susan's Farm CIO. The land is let at a peppercorn rent to the charity with no beneficial gain to the Trustee and leases are reviewed by the independent Chair of the Trustees.

Susan Aglionby, owns some of the land the charity operates from and charges a peppercorn rent to the charity.

Major risk statement

The trustees have reviewed the major risks to which the charity is exposed and systems or procedures have been put in place to manage those risks. The trustees maintain a risk register and review all major risks at each Trustees' Meeting relating to Health & Safety, Safeguarding and Financial Management.

4. Financial review

These accounts show a secure financial position.

The income generated by Susan's Farm for the year 2020/21 was £134,388.

The expenditure for the farm including depreciation was £166,718

The deficit of income over expenditure primarily relates to the recruitment of a General Manager on a 0.4 FTE contract to further the transition of the charity from the voluntary input of the founder to a professional basis.

Our management accounts for the first year of operations of the CIO show a slight surplus of approximately £1,500 for operating income over actual expenditure, excluding depreciation.

Covid-19 has impacted significantly on activities this financial year (2020/21) with no school visits and the need to gradually build back our care farming and alternative provision but due to prudent financial management, the use of the government furlough scheme and the demand for our produce there were limited adverse consequences on the organisation's finances in this financial year and reserves were maintained.

Post Year End Events

Recovering from Covid combined with transitioning to an organisation independent of the founder has led the Trustees to decide to invest in staff and systems over the next two to three years.

In the forthcoming financial year 2021/2022 we therefore knew the financial position would become more challenging as we restructure and develop our work. The trustees have reviewed the half year profit and loss accounts for the period May to October 2021 and with the budget forecast are confident that the CIO remains able to meet its financial obligations and continue to provide its services for the 2021/2022 financial year.

Reserves Policy

Susan's Farm CIO reserves policy aim is to retain cash reserves to support 6 months of core operations without further income to enable the continuing delivery of our charitable objectives, our duty of care to our beneficiaries and staff and the safe running of our agricultural operations with particular reference to protecting animal welfare.

Our operational costs for 2020/2021, excluding depreciation, were approximately £157,000. The Trustees have considered this and after reviewing past operating costs agreed to target retaining a cash reserve of £80,000. Due to the lumpy nature of our income at the year end on 30th April 2021 our cash at hand (£120,234) was higher than this but due to post year end expenditure by 31st October 2021 our cash at hand had reduced to £80,415. Free reserves stand at £83,845 at the year end. We are targeting a slight deficit budget for 2021/22.

Susan's Farm CIO
Trustees' Report for the Year Ended 30 April 2021

A proportion of our cash at hand is restricted though much of these restricted funds are for core staffing costs and could be drawn upon in the event of disruption of future income. In considering the nature of our costs, our fungible assets and the conditions on our restricted funds the Trustees have concluded that the cash funds held at 30th April 2021 and 31st October 2021 with known secured future income are sufficient to meet essential operations over a six month period of total loss of income including any orderly re-structuring of staffing and other systems should that be required.

The Trustees will review the reserves policy on an annual basis in the light of our Risk Register and financial circumstances at the time and will adapt it as appropriate.

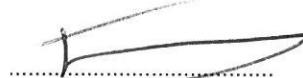
Objectives for May 2021- April 2022

- a) By December 2021 to achieve Code of Practice registration with Social Farms and Gardens, assuring quality of service delivery at Susan's Farm.
- b) That our new, updated educational programme and arrangements means that core service user groups, i.e., AP, Care Farming and School Group Visits, return confidently to the Farm, and to at least pre-Covid levels by December 2021 for AP and CF, and by April 2021 for school's visits
- c) Once restrictions ease, and there is a settled period of business as usual, that sustainable funding arrangements are investigated/established, so the Farm can support more people with their MH and educational needs.
- d) While recognising that this year is a year of recovery, and we will work towards a balanced budget by 2024, with sufficient reserves for at least six months of operation.

Approved by the Trustees on 25 November 2021 and signed on their behalf by:



F Merritt-Smith
Trustee



J McGarry
Trustee

Susan's Farm CIO

Trustees' Responsibilities in relation to the Financial Statements

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

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 period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper 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 and the provisions of the trust deed. They are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection fraud and other irregularities.

**Independent Examiner's Report to the Trustees of
Susan's Farm CIO**

I report on the accounts of the charity for the year ended 30 April 2021, which are set out on pages 10 to 25.

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

We understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2019.

Respective responsibilities of trustees and examiner

The Charity's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act 2011; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


Joanne Thomlinson FCA
Dodd & Co Limited
Chartered Accountants

25 November 2021

FIFTEEN Rosehill
Montgomery Way
Rosehill Estate
CARLISLE
CA1 2RW

Susan's Farm CIO

Statement of Financial Activities for the Year Ended 30 April 2021

		Unrestricted Funds	Restricted Funds	Total Funds Year ended 30 April 2021	Total Funds ² May 2019 to 30 April 2020
	Note	£	£	£	£
Income and endowments from:					
Donations and legacies	2	16,493	15,889	32,382	198,564
Other trading activities	3	46,806	-	46,806	39,857
Investment income	4	227	-	227	-
Charitable activities	5	51,733	3,240	54,973	66,574
Transfer from predecessor organisations		-	-	-	140,383
Total income		<u>115,259</u>	<u>19,129</u>	<u>134,388</u>	<u>445,378</u>
Expenditure on:					
Raising funds		51,402	-	51,402	10,623
Charitable activities		73,478	41,838	115,316	135,266
Total expenditure		<u>124,880</u>	<u>41,838</u>	<u>166,718</u>	<u>145,889</u>
Net (expenditure)/income before transfers		(9,621)	(22,709)	(32,330)	299,489
Transfers					
Gross transfers between funds		<u>3,813</u>	<u>(3,813)</u>	<u>-</u>	<u>-</u>
Net movements in funds		(5,808)	(26,522)	(32,330)	299,489
Reconciliation of funds					
Total funds brought forward		<u>219,830</u>	<u>79,659</u>	<u>299,489</u>	<u>-</u>
Total funds carried forward		<u>214,022</u>	<u>53,137</u>	<u>267,159</u>	<u>299,489</u>

The notes on pages 12 to 25 form an integral part of these financial statements.

Susan's Farm CIO
Balance Sheet as at 30 April 2021

		30 April 2021		30 April 2020	
	Note	£	£	£	£
Fixed assets					
Intangible assets	12		2,100		4,200
Tangible assets	13		128,077		127,871
			<u>130,177</u>		<u>132,071</u>
Current assets					
Stocks and work in progress		14,593		15,236	
Debtors	14	7,185		46,216	
Cash at bank and in hand		120,234		109,601	
		<u>142,012</u>		<u>171,053</u>	
Creditors: Amounts falling due within one year	15	<u>(5,030)</u>		<u>(3,635)</u>	
Net current assets			<u>136,982</u>		<u>167,418</u>
Net assets			<u>267,159</u>		<u>299,489</u>
The funds of the charity:					
Restricted funds			53,137		79,659
Unrestricted funds					
Unrestricted income funds			<u>214,022</u>		<u>219,830</u>
Total charity funds			<u>267,159</u>		<u>299,489</u>

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Approved by the Board on 25 November 2021 and signed on its behalf by:



F Merritt-Smith
Trustee



J McGarry
Trustee

The notes on pages 12 to 25 form an integral part of these financial statements.

Susan's Farm CIO

Notes to the Financial Statements for the Year Ended 30 April 2021

1 Accounting policies

Statement of compliance

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

The accounts (financial statements) have been prepared to give a 'true and fair' view and 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 Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Basis of preparation

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The charity has considered whether the use of the going concern basis for accounting is appropriate. To do this, they have considered whether there are any material uncertainties as to the Charity's ability to continue as a going concern.

Following the COVID-19 outbreak, the trustees have prepared management accounts to take into account the uncertainties surrounding the pandemic and its effect on their ability to operate. As a result of this review, the trustees are satisfied that there are no material uncertainties about the charity's ability to continue as a going concern.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Designated funds are unrestricted funds set aside at the discretion of the trustees for specific purposes.

Further details of each fund are disclosed in note 18.

Susan's Farm CIO

Notes to the Financial Statements for the Year Ended 30 April 2021

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Income and endowments

Donations and legacies including donations, legacies and grants that provide core funding or are of a general nature is recognised where there is entitlement, probability of receipt and the amount can be measured with sufficient reliability.

Incoming resources from tax reclaims are included in the statement of financial activities at the same time as the gift to which they relate.

Farm produce income is recognised as earned (that is, as the related goods or services are provided).

Investment income is recognised on a receivable basis.

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract or where entitlement to grant funding is subject to specific performance conditions. Grant income included in this category provides funding to support programme activities and is recognised where there is entitlement, probability of receipt and the amount can be measured with sufficient reliability.

Other grants

Grants that do not impose specified future performance-related conditions on the recipient are recognised in the profit and loss account when the grant proceeds are received or receivable. Grants that impose future performance related conditions on the recipient are only recognised in the profit and loss account when the performance-related conditions are met.

Government grants

Grants relating to revenue are recognised in the profit and loss account on a systematic basis over the periods in which the related costs are recognised for which the grant is intended to compensate. Grants for the purpose of giving immediate financial support with no future related costs to be incurred are recognised in the profit and loss account when the grant proceeds become available.

Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Expenditure on raising funds is the costs of trading for fundraising purposes.

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

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Fixed assets

Individual fixed assets costing £100 or more are initially recorded at cost.

Susan's Farm CIO

Notes to the Financial Statements for the Year Ended 30 April 2021

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Amortisation

Amortisation is provided on intangible fixed assets so as to write off the cost, less any estimated residual value, over their expected useful economic life as follows:

Entitlements	2 years straight line
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Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Improvements	5% straight line basis on buildings
Motor vehicles	25% reducing balance basis
Plant and machinery	15% reducing balance basis
Office equipment	3 years straight line basis

Entitlements

The amount paid in connection with the purchase of entitlements is being amortised over the useful economic life of that entitlement. In addition, an annual impairment review is being performed.

Cash and Cash Equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Stock

Stock is valued at the lower of cost and net realisable value, after due regard for obsolete and slow moving stocks. Net realisable value is based on selling price less anticipated costs to completion and selling costs. Items donated for resale or distribution are not included in the financial statements until they are sold or distributed.

Pensions

The charity operates a defined contribution pension scheme. Contributions are charged in the statement of financial activities as they become payable in accordance with the rules of the scheme.

Susan's Farm CIO

Notes to the Financial Statements for the Year Ended 30 April 2021

..... continued

2 Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds Year ended 30 April 2021 £	Total Funds 2 May 2019 to 30 April 2020 £
Donations and legacies				
Donations	7,055	-	7,055	66,113
Gift Aid tax reclaimed	-	-	-	14,765
	<u>7,055</u>	<u>-</u>	<u>7,055</u>	<u>80,878</u>
Grants				
UK Government grants	2,290	-	2,290	-
Care farming grant	-	-	-	62,188
Admin worker grant	-	15,000	15,000	15,000
CCF COVID Grant	-	-	-	2,785
Growing changes grants	-	-	-	12,000
Barker fund grant	-	-	-	5,813
Unrestricted grants	-	-	-	10,000
Princes Countryside Fund COVID grant	-	-	-	2,400
Defra Educational Access Grant	-	-	-	7,500
Stanwix RPC	-	889	889	-
The Retreat York Benevolent Fund	2,148	-	2,148	-
Hadfield Trust	5,000	-	5,000	-
	<u>9,438</u>	<u>15,889</u>	<u>25,327</u>	<u>117,686</u>
	<u>16,493</u>	<u>15,889</u>	<u>32,382</u>	<u>198,564</u>

Of the donations and legacies income in 2020, £100,186 related to restricted funds and £98,378 related to unrestricted funds.

3 Other trading activities

	Unrestricted Funds £	Restricted Funds £	Total Funds Year ended 30 April 2021 £	Total Funds 2 May 2019 to 30 April 2020 £
Farm produce sales	35,416	-	35,416	33,818
Produce sales	5,054	-	5,054	2,391
Livestock sales	4,297	-	4,297	-
Grazing income	2,039	-	2,039	3,648
	<u>46,806</u>	<u>-</u>	<u>46,806</u>	<u>39,857</u>

Susan's Farm CIO

Notes to the Financial Statements for the Year Ended 30 April 2021

..... continued

All of the other trading activities income in 2020 related to unrestricted funds.

4 Investment income

	Unrestricted Funds £	Restricted Funds £	Total Funds Year ended 30 April 2021 £	Total Funds 2 May 2019 to 30 April 2020 £
Interest on cash deposits	227	-	227	-

5 Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds Year ended 30 April 2021 £	Total Funds 2 May 2019 to 30 April 2020 £
RPA - Basic Payment Scheme	9,552	-	9,552	5,427
RPA - Land Management	14,820	-	14,820	14,795
Alternative provision	10,424	-	10,424	24,186
School visits income	327	-	327	5,389
Care farming income	12,760	-	12,760	14,462
Growing changes income	25	3,240	3,265	-
Training income	3,485	-	3,485	-
Other income	244	-	244	2,315
(Profit)/loss on sale of tangible fixed assets held for charity's own use	96	-	96	-
	51,733	3,240	54,973	66,574

All of the charitable activities income in 2020 related to unrestricted funds.

Susan's Farm CIO

Notes to the Financial Statements for the Year Ended 30 April 2021

..... continued

6 Total resources expended

	Produce	Care farming and education	Total Year ended 30 April 2021	Total 2 May 2019 to 30 April 2020
	£	£	£	£
Direct costs				
Opening stock	15,236	-	15,236	-
Growing changes purchases	-	53	53	1,122
Sheep purchases	1,175	364	1,539	5,453
Cattle purchases	-	-	-	10,950
Geese purchases	-	-	-	51
Purchase of goods for resale	4,033	657	4,690	710
Closing stock	(14,593)	-	(14,593)	(15,236)
Wages and salaries	20,564	53,579	74,143	58,975
Subcontract cost	4,991	564	5,555	8,801
Staff training	-	1,993	1,993	-
School visit expenses	-	1,305	1,305	5,783
Meat butchering and dressing	8,113	-	8,113	9,913
Feedstuffs	2,379	982	3,361	3,128
Veterinary and medicines	3,472	-	3,472	2,871
Care farming expenses	-	1,015	1,015	2,418
Farm produce expenses	3,794	-	3,794	-
Alternate provision expenses	-	939	939	-
Grazing and wintering	109	498	607	1,200
Employment costs	255	3,360	3,615	2,567
	<u>49,528</u>	<u>65,309</u>	<u>114,837</u>	<u>98,706</u>
Support costs				
Water rates	-	3,084	3,084	1,923
Insurance	-	3,626	3,626	3,760
Haulage	282	212	494	356
Repairs and renewals	268	8,007	8,275	6,725
Fencing	360	2,140	2,500	811
Machinery repairs	-	599	599	1,438
Dog expenses	612	-	612	121
Telephone and fax	-	594	594	1,130
Printing, postage and stationery	155	884	1,039	575
Sundry expenses	197	2,882	3,079	2,896
Motor expenses	-	8,447	8,447	10,205
Marketing	-	77	77	476
Accountancy fees	-	5,523	5,523	3,469
Independent examiner's fee	-	600	600	600
Bank charges	-	442	442	241
Amortisation of entitlements	-	2,100	2,100	-
Depreciation of improvements	-	4,182	4,182	4,451

Susan's Farm CIO

Notes to the Financial Statements for the Year Ended 30 April 2021

..... continued

Depreciation of plant and machinery	-	3,871	3,871	4,331
Depreciation of motor vehicles	-	1,660	1,660	3,314
Depreciation of office equipment	-	1,077	1,077	361
	<u>1,874</u>	<u>50,007</u>	<u>51,881</u>	<u>47,183</u>
	<u>51,402</u>	<u>115,316</u>	<u>166,718</u>	<u>145,889</u>

Of the expenditure in 2020, £16,933 related to restricted funds and £128,956 related to unrestricted funds.

7 Governance costs

	Year ended 30 April 2021	2 May 2019 to 30 April 2020
	£	£
Accountancy fees	5,523	3,469
Independent examiner's fee	600	600
	<u>6,123</u>	<u>4,069</u>

8 Trustees' remuneration and expenses

No trustees received any remuneration during the year.

9 Net (expenditure)/income

Net (expenditure)/income is stated after charging/(crediting):

	Year ended 30 April 2021	2 May 2019 to 30 April 2020
	£	£
Profit on disposal of tangible fixed assets	(96)	-
Depreciation of owned assets	10,790	12,457
Amortisation	2,100	-
	<u>10,694</u>	<u>12,457</u>

Susan's Farm CIO
Notes to the Financial Statements for the Year Ended 30 April 2021

..... continued

10 Employees' remuneration

The monthly average number of persons (including senior management) employed by the charity during the year was as follows:

	Year ended 30 April 2021 No.	2 May 2019 to 30 April 2020 No.
Charitable activities	<u>5</u>	<u>4</u>

The aggregate payroll costs of these persons were as follows:

	Year ended 30 April 2021 £	2 May 2019 to 30 April 2020 £
Wages and salaries	74,143	58,975
Other pension costs	<u>988</u>	<u>1,021</u>
	<u>75,131</u>	<u>59,996</u>

No employee received emoluments of more than £60,000 during the period.

Susan's Farm CIO

Notes to the Financial Statements for the Year Ended 30 April 2021

..... continued

11 Taxation

The registered charity is exempt from taxation on income and gains.

12 Intangible fixed assets

	Entitlements £
Cost	
As at 1 May 2020 and 30 April 2021	4,200
Amortisation	
Charge for the year	2,100
Net book value	
As at 30 April 2021	2,100
As at 30 April 2020	4,200

13 Tangible fixed assets

	Improvements £	Motor vehicles £	Plant and machinery £	Office equipment £	Total £
Cost					
As at 1 May 2020	83,644	23,912	29,766	3,006	140,328
Additions	-	15,721	889	332	16,942
Disposals	-	(7,928)	-	-	(7,928)
As at 30 April 2021	83,644	31,705	30,655	3,338	149,342
Depreciation					
As at 1 May 2020	4,451	3,314	4,331	361	12,457
Eliminated on disposals	-	(1,982)	-	-	(1,982)
Charge for the year	4,182	1,660	3,871	1,077	10,790
As at 30 April 2021	8,633	2,992	8,202	1,438	21,265
Net book value					
As at 30 April 2021	75,011	28,713	22,453	1,900	128,077
As at 30 April 2020	79,193	20,598	25,435	2,645	127,871

Susan's Farm CIO
Notes to the Financial Statements for the Year Ended 30 April 2021

..... continued

14 Debtors

	30 April 2021	30 April 2020
	£	£
Trade debtors	2,320	-
Other debtors	3,062	17,023
Prepayments and accrued income	1,803	29,193
	<u>7,185</u>	<u>46,216</u>

15 Creditors: Amounts falling due within one year

	30 April 2021	30 April 2020
	£	£
Trade creditors	2,117	355
Other creditors	25	190
Accruals and deferred income	2,888	3,090
	<u>5,030</u>	<u>3,635</u>

16 Pension scheme

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the period represents contributions payable by the charity to the scheme and amounted to £988 (30 April 2020 - £1,021).

Contributions totalling £25 (30 April 2020 - £nil) were payable to the scheme at the end of the period and are included in creditors.

Susan's Farm CIO

Notes to the Financial Statements for the Year Ended 30 April 2021

..... continued

17 Related parties

Controlling entity

The charity is controlled by the trustees.

Susan's Farm CIC

Julia Aglionby is part owner of some of the land leased to Susan's Farm CIO. The land is let at a peppercorn rent to the charity with no beneficial gain to the Trustee and leases are reviewed by the independent Chair of the Trustees. During the year, Julia made donations to the charity of £2,081.

Susan Aglionby, who founded the charity but is not a Trustee, owns two fields and the learning centre from which the charity operates.

18 Analysis of funds

	At 1 May 2020	Incoming resources	Resources expended	Transfers	At 30 April 2021
	£	£	£	£	£
Designated Funds					
Designated fixed asset reserve	-	-	-	130,177	130,177
General Funds					
Unrestricted income fund	219,830	115,259	(124,880)	(126,364)	83,845
Restricted Funds					
GK Boyes Charitable Trust	38,932	-	(13,777)	-	25,155
Cumberland Building Society Grant	11,250	15,000	(15,000)	-	11,250
CCF Grant for Care & Contact Project	2,785	-	(2,785)	-	-
Growing Changes Grant	21,368	3,240	(7,876)	-	16,732
Barker Fund Grant	2,924	-	-	(2,924)	-
Princes Countryside Fund	2,400	-	(2,400)	-	-
Stanwix RPC	-	889	-	(889)	-
	<u>79,659</u>	<u>19,129</u>	<u>(41,838)</u>	<u>(3,813)</u>	<u>53,137</u>
	<u>299,489</u>	<u>134,388</u>	<u>(166,718)</u>	<u>-</u>	<u>267,159</u>

Susan's Farm CIO
Notes to the Financial Statements for the Year Ended 30 April 2021

..... *continued*

GK Boyes Charitable Trust: This fund is for the purpose of purchasing a minibus and also covers salaries.

Cumberland Building Society Grant: This grant is paid annually for 3 years until the end of 2022 and has been used to cover salaries.

CCF Grant for Care & Contact Project: This fund is to be used to support vulnerable people affected by Coronavirus (COVID-19).

Growing changes grant: This fund covers salaries and other expenses relating to the Growing Changes project.

Barker Fund Grant: This fund was for the purchase of computer equipment.

Princes Countryside Fund: The fund was made available for projects across the UK which are working to create resilient rural communities.

Stanwix RPC: This fund was for the purchase of watermeadow benches.

Susan's Farm CIO

Notes to the Financial Statements for the Year Ended 30 April 2021

..... continued

Prior period

	Incoming resources	Resources expended	Transfers	At 30 April 2020
	£	£	£	£
General Funds				
Unrestricted income fund	329,913	(128,956)	18,873	219,830
Restricted Funds				
GK Boyes Charitable Trust	62,188	(7,272)	(15,984)	38,932
Cumberland Building Society Grant	15,000	(3,750)	-	11,250
CCF Grant for Care & Contact Project	2,785	-	-	2,785
Growing Changes Grant	27,279	(5,911)	-	21,368
Barker Fund Grant	5,813	-	(2,889)	2,924
Princes Countryside Fund	2,400	-	-	2,400
	115,465	(16,933)	(18,873)	79,659
	445,378	(145,889)	-	299,489

19 Transfers

The transfers between funds represent restricted funds received to purchase fixed assets. Once the assets were purchased the original restriction on the funds was met and the funds were therefore transferred to unrestricted, in line with the SORP. The fixed assets have been transferred to a new designated fund.

Susan's Farm CIO

Notes to the Financial Statements for the Year Ended 30 April 2021

..... continued

20 Net assets by fund

	Unrestricted Funds	Restricted Funds	Total Funds 30 April 2021	Total Funds 30 April 2020
	£	£	£	£
Intangible assets	2,100	-	2,100	4,200
Tangible assets	128,077	-	128,077	127,871
Current assets	88,875	53,137	142,012	171,053
Creditors: Amounts falling due within one year	(5,030)	-	(5,030)	(3,635)
Net assets	<u>214,022</u>	<u>53,137</u>	<u>267,159</u>	<u>299,489</u>

Prior period

	Unrestricted Funds	Restricted Funds	Total Funds 2020
	£	£	£
Intangible assets	4,200	-	4,200
Tangible assets	127,871	-	127,871
Current assets	91,394	79,659	171,053
Creditors: Amounts falling due within one year	(3,635)	-	(3,635)
Net assets	<u>219,830</u>	<u>79,659</u>	<u>299,489</u>

