

BALANCE (SUPPORT) CIO
(A Charitable Incorporated Organisation)
(Registered Charity No: 1190859)

REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

BALANCE (SUPPORT) CIO
(A Charitable Incorporated Organisation)
(Registered Charity No: 1190859)
Report of the Charity Trustees for the year ended 31 March 2021

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BALANCE (SUPPORT) CIO
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Report of the Charity Trustees for the year ended 31 March 2021

The Trustees present their report and audited financial statements for the year ended 31 March 2021.

Until 31 March 2020 the charity operated as a community interest company. From 1 April it has been operating as a Charitable Incorporated Organisation (CIO) and was officially recognised as converted on 14 August 2020.

Reference and administrative information

Charity Name:	Balance (Support) CIO
Registered as a Charity:	14 August 2020
Charity No:	1190859
Registered as a Charitable Incorporated Organisation	
Registered office and operational address:	Sessions House 17 Ewell Road Surbiton KT6 6AG

Trustees

Jeanette Swan (Chair)	(Throughout the year)
Alan Willmott	(Throughout the year)
Ian Davidson	(Throughout the year)
Paul Henson	(Throughout the year)
Shamaila Ahmedi	(To 23 September 2021)
Laura Di Bonaventura	(From 14 August 2020)
Neil Mauger	(From 14 August 2020)

Senior Management Team

Andrea Biggs	Chief Executive	(To 31 July 2021)
Sam Sprigge	Head of Operations	
Susan Field	Director of Finance	

Auditors

Myrus Smith
Chartered Accountants
Norman House
8 Burnell Road
Sutton, Surrey
SM1 4BW

Bankers

Co-operative Bank Plc

BALANCE (SUPPORT) CIO
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Report of the Charity Trustees for the year ended 31 March 2021

Welcome

The Trustees present their Report and the audited accounts of the Charity for the year ended 31 March 2021.

Objects and aims of the charity

The Charity's objects are the relief of those in need by reason of youth, age, ill-health, disability financial hardship or other disadvantages by providing support and guidance to disadvantaged persons and their families, in particular but not limited to, persons with learning disabilities/autism and those with mental health conditions.

We are committed to the development of progressive and sustainable services, which make a meaningful difference to peoples' lives, enabling them to:

Have the support they need to achieve a high level of independence in their lives

Have rich and full lives

Aim high and achieve their goals

Have a voice in all decisions relating to them

Our strategic objectives

Beyond the support we give individuals, we are committed to

Promoting the visibility of vulnerable people within society as a whole

Having positive influence on public policy relating to vulnerable people, including developing models of good practice, and improving public understanding of and attitudes towards vulnerable people.

We achieve our objectives by operating a range of activities, including

The operation of a care home (Woodbury)

Supporting vulnerable people in the community, both in small group homes and those who are able to live more independently (Supported Living)

Providing premises and training to enable our clients to socialise with their peers whilst at the same time learning new skills and taking part in meaningful activities. These include gardening and horticulture skills at Stud Nursery and cooking and food preparation at or Community Café (Community Activities)

Providing Employment advice and assistance to those with learning difficulties and persons with or recovering from Mental Illness

Providing travel training to young adults, enabling them to eventually undertake journeys on public transport unaccompanied, thus enhancing their independence, self-esteem and wellbeing

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Achievements and Performance 2020/2021

As with many similar charities, the Covid 19 virus had a significant impact on our operations. We put in place stringent infection control measures and were able to continue our outreach Programme of support as well as operating the care home and the shared homes.

We were forced to suspend our Community Activities programme on a face-to-face basis but were able to operate regular online Art/Craft sessions which proved very popular with our client group.

Our independent Travel Training also had to be suspended but is now up and running again, as is our programme of Community Activities.

Future Plans

In line with current policy, Royal Borough of Kingston (RBK) have decided to close the Woodbury care home we have operated for the past eight years. We are currently in negotiation with RBK to continue caring for a number of the current residents in small Shared Home units.

FINANCIAL REVIEW

The Charity carries forward reserves of £292K at 31 March 2021. Covid 19 had a significant effect on our activities and led to a material increase in certain operational costs. Fortunately we qualified for infection control funding from central government which helped to defray those additional costs and the Trustees are satisfied with the out-turn for the year.

The principle uncertainty facing the Charity going forward is the financial impact of the closure of Woodbury. However, our income from our Supported Living programme is increasing steadily as we take on the care of more and more vulnerable adults in the community. We have also looked in depth at our cost structure and can see opportunities for increased efficiencies and cost reductions which will enable us to at least break even on an ongoing basis.

Reserves Policy

The Trustees have considered the appropriate level of reserves that should be held by the charity to provide for fluctuations in cash flow and income, working capital to develop new funding opportunities and the other needs of the charity and have concluded that an appropriate level of reserves would be four months running costs. They are aware that reserves currently fall short of this level and are working towards creating modest surpluses over time in order to secure the reserves at the appropriate level.

Restricted Funds

The level of restricted funds is currently £28,272, as set out in note 17 of the Financial Statements.

Designated Funds

The Charity currently has no designated funds.

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Report of the Charity Trustees for the year ended 31 March 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The Charity is registered with the Charity Commission as a Charitable Incorporated Organisation and its governing document is its constitution. The charity was formerly operating as a CIC and the process of converting to a charity was completed on 14 August 2020, when we were registered with the Charity Commission.

Recruitment and Appointment of Trustees

The current Board of Trustees are the first trustees of the CIO and the majority of them were Directors of the CIC, prior to conversion. They were recruited by advertising in an appropriate medium, after considering the skills that would be required once the conversion was effected. The Board will continue to consider and identify the skills needed in order for the Board to operate effectively and then recruit accordingly.

Trustees Induction and Training

All new Trustees are sent an induction pack, which gives appropriate information about the charity and the Trustee Role. They are also expected to read the guidance for Trustees available from the Charity Commission and to speak to an appropriate member of staff if they require further information or clarification.

Organisational Structure

The Board of Trustees meets quarterly to decide on matters that are the proper business of the Board, including setting the Strategy for the charity. From time to time small a group of Trustees may be asked to form a working party to consider a particular aspect of management or governance and report back into the full board with recommendations.

Day to day management of the charity is delegated to the Chief Executive and Senior Management Team who are responsible for the delivery of the strategy and who also advise and provide information for the Board.

Remuneration of Key Management Personnel

The salary and other benefits, if appropriate, of the Senior Management Team are set by the Board of Trustees and the agreement of the Board would be sought before a staff wide salary increase was offered to staff. The salary of individual staff members would be set by the relevant project manager, the HR manager and the CEO, after benchmarking the role against similar roles in other organisations.

Balance Support CIO is not part of a wider network.

Related parties

Balance does not operate in conjunction with any other charity or organisation, except insofar as it performs contractual services for Royal Borough of Kingston and other London Boroughs.

Risk Management

The Trustees carried out a comprehensive risk review in 2020 and formulated this into a risk register. They also considered the likely impact of each risk identified and put in place appropriate actions and policies to mitigate those risks. The risk register is reviewed by the Trustees at least annually.

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Report of the Charity Trustees for the year ended 31 March 2021

Public Benefit

The Trustees have had regard to the Charity Commission guidance on public benefit and consider that the guidance is met by the nature of the Charity's activities, as described elsewhere in this report.

Responsibilities of the Board of Trustees

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

The law applicable to charities in England & Wales requires the trustees to prepare financial statements 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 charity trustees are required to:

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP 2019,
- make judgments and estimates that are reasonable and prudent,
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on an ongoing concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Charity 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 Charities (Accounts and Reports) Regulations 2008 and the provisions of the governing document. The Charity Trustees 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.

Charity Trustees

Charity Trustees, who are also Members of the CIO, who served during the year and up to the date of this report, are set out on Page 1.

Auditors

Myrus Smith was appointed as the charity's auditors during the year and have expressed their willingness to continue in that capacity.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in 2019).

Approved by the Trustees on 27 January 2022



Jeanette Swan
Chair

BALANCE (SUPPORT) CIO

**(A Charitable Incorporated Organisation)
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INDEPENDENT AUDITOR'S REPORT TO TRUSTEES OF

BALANCE (SUPPORT) CIO

Opinion

We have audited the financial statements of Balance (Support) CIO (the 'charity') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cashflow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, 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 31 March 2021, and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the 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 trustees are responsible for the other information. The other information comprises the information included in the Report of the Charity Trustees, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF

BALANCE (SUPPORT) CIO

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In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

Responsibilities of trustees

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

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

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under Section 145 of the Charities Act 2011 and report in accordance with regulations made under Section 154 of that Act.

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.

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INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF

BALANCE (SUPPORT) CIO

/Cont'd...

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

- Enquiry of management and those charged with governance about actual and potential litigation or claims and the identification of non-compliance with laws and regulations.
- Reviewing minutes of meetings of those charged with governance.
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.
- Auditing the risk of management override of controls, including testing journal entries and other adjustments for appropriateness; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.
- Performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- Professional scepticism in course of the audit and with audit sampling in material audit areas.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Kevin Fisher FCA (Senior Statutory Auditor)
For and on behalf of Myrus Smith
Chartered Accountants and Statutory Auditors
Norman House,
8 Burnell Road,
Sutton, Surrey.
SM1 4BW

2022

BALANCE (SUPPORT) CIO

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Total Unrestricted funds £	Total Restricted funds £	Total Funds 2021 £
Income				
Donations and Grants	2	356	231,035	231,391
Charitable activities	3	2,717,559	-	2,717,559
Other income	4	7,994	-	7,994
Investments	5	921	-	921
Total		<u>2,726,830</u>	<u>231,035</u>	<u>2,957,865</u>
Expenditure				
Charitable activities	6	<u>2,534,922</u>	<u>202,763</u>	<u>2,737,685</u>
Net income/(expenditure)	9	191,908	28,272	220,180
Transfers between funds		-	-	-
Net movement in funds	17	<u>191,908</u>	<u>28,272</u>	<u>220,180</u>
Reconciliation of funds				
Funds acquired on conversion of CIC	17	<u>71,962</u>	-	<u>71,962</u>
Fund balances carried forward	17	<u><u>£263,870</u></u>	<u><u>£28,272</u></u>	<u><u>£292,142</u></u>

All income and expenditure is derived from continuing activities.

The notes on pages 12 to 19 form part of these financial statements.

BALANCE (SUPPORT) CIO

BALANCE SHEET AS AT 31 MARCH 2021

	Notes	£	2021 £
FIXED ASSETS			
Tangible assets	12		26,641
CURRENT ASSETS			
Debtors	13	368,194	
Cash at bank and in hand		687,943	
		<u>1,056,137</u>	
CREDITORS:			
Amounts falling due within one year	14	747,303	
Net current assets		<u>308,834</u>	
Total assets less current liabilities			<u>335,475</u>
Creditors : amounts falling due after more than one year	15	43,333	
NET ASSETS	18		<u>292,142</u>
FUNDS			
Unrestricted funds			
- General funds	17	263,870	
- Restricted funds	17	28,272	
Total Funds	17		<u><u>£292,142</u></u>

The financial statements were approved and authorised for issue by the Board of Trustees on 27 January 2022 and signed on their behalf by


 Jeanette Swan
 Chair

The notes on pages 12 to 19 form part of these financial statements.

BALANCE (SUPPORT) CIO

CASHFLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2021

	2021 £
Cash flows from operating activities	
Net income per statement of financial activities	220,180
Adjustments for:	
Depreciation charges	15,208
Interest receivable	(921)
(Decrease) in debtors (from balance on conversion of CIC)	(131,406)
Increase in creditors (from balance on conversion of CIC)	105,509
Net cash (used in) / provided by operating activities	<u>208,570</u>
Cash flows from investing activities	
Interest received	921
Purchase of tangible fixed assets	(30,491)
Net cash (used in) investing activities	<u>(29,570)</u>
Change in cash and cash equivalents in the year	179,000
Cash and cash equivalents acquired on conversion of CIC	508,943
Cash and cash equivalents carried forward	<u><u>£687,943</u></u>
Analysis of cash and cash equivalents	2021
Cash at bank	<u><u>£687,943</u></u>

The notes on pages 12 to 19 form part of these financial statements

BALANCE (SUPPORT) CIO

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES

Basis of preparation

Balance (Support) CIO (the 'charity') is a Charitable Incorporated Organisation ('CIO'), registered in England and Wales and constitutes a public benefit entity as defined by FRS 102. It officially converted from a CIC on 14 August 2020, although it had been operating as a charity since 1 April 2020. The address of the registered office is given in the charity information on page 1 of these financial statements.

The financial statements have been prepared 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice. The financial statements have been prepared on the going concern basis and under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest pound.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Income recognition

Items of income are recognised in the financial statements when all of the following criteria are met:

- The charity has entitlement to the funds;
- any performance conditions have been met or are fully within the control of the charity;
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

Contract income from the provision of professional services is recognised as the charity earns the right to consideration through the performance of those services, when the stage of completion, costs incurred and costs to completion can be estimated reliably.

The Charity received government support through the Coronavirus Job Retention Scheme, which has been accounted for on the accruals basis.

No amount is included in the financial statements for volunteer time in line with the SORP.

Expenditure recognition

Expenditure is recognised once there is a legal or constructive obligation to make payment to a third party, it is probable that settlement will be required and the amount can be measured reliably.

Expenditure is classified under the following activity headings:

- Costs of raising funds which comprise those costs associated with seeking donations and grants
- Expenditure on charitable activities which comprises the costs of running the various activities and services for the charity's beneficiaries.

Expenditure includes those costs of a direct nature which can be allocated to a specific activity. It also includes indirect costs, including governance costs that do not relate to a specific activity but are necessary to support them. Support costs are apportioned to each activity on the basis of staff time.

BALANCE (SUPPORT) CIO
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

ACCOUNTING POLICIES/cont'd

Fund accounting

Unrestricted general funds are those funds which are freely available for use in furtherance of the objects of the charity and which have not been designated for specific purposes.

Designated funds are unrestricted funds set aside by the trustees for specific purposes.

Restricted funds are funds which can only be used in accordance with specific restrictions imposed by the donor or which have been raised for a particular purpose.

Fixed assets and depreciation

Depreciation is provided so as to write off the cost of each asset over its estimated useful life at the following annual rates:

Computer equipment	4 years straight line
Other Equipment, Furniture and Fittings	4 years straight line

Leases

Operating lease rentals are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pensions

The Charity operates a defined contribution pension scheme. Contributions payable to the Charity's pension schemes are charged to the Statement of Financial Activities in the period to which they relate.

The Charity also contributes to two defined benefit schemes for employees:

- the local government pension scheme for approximately 13 former employees of Royal Borough of Kingston
- the NHS pension scheme for one former NHS employee

It is not possible for the charity to obtain sufficient information to enable it to account for the Royal Borough of Kingston scheme as a defined benefit scheme and it therefore accounts for the scheme as a defined contribution scheme. The local authority will set the contribution rates each year for employees. All such payments are then charged directly to the Statement of Financial Activities.

The NHS Pension Scheme is a multi-employer defined benefit scheme. Contributions have been accounted for in the period to which they relate, as if it were a defined contribution scheme, which is to charge all contributions directly to the Statement of Financial Activities.

Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

VAT

The Charity deregistered for VAT with effect from 30th September 2020. Whilst registered, it was partially exempt and the irrecoverable VAT was written off in the financial statements. Since 1 October 2020, expenditure has been recorded in the relevant nominal ledger account at the VAT inclusive cost.

BALANCE (SUPPORT) CIO

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

2. DONATIONS AND LEGACIES

	Unrestricted Funds £	Restricted Funds £	Total 2021 £
Donations	356	-	356
Grants:			
COVID-19 infection control	-	160,755	160,755
CJRS	-	60,490	60,490
Other grants	-	9,790	9,790
	<u>£356</u>	<u>£231,035</u>	<u>£231,391</u>

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2021 £
Contracts			
Woodbury Care Home	1,176,111	-	1,176,111
Local Government Employment Mental Health	269,509	-	269,509
Local Government Supported Living	888,319	-	888,319
Local Government Community Activities	128,584	-	128,584
NHS Funding South West London CCG	100,000	-	100,000
Other contracts	28,719	-	28,719
Other income from charitable activities	126,317	-	126,317
	<u>£2,717,559</u>	<u>£Nil</u>	<u>£2,717,559</u>

4. OTHER INCOME

	Unrestricted Funds £	Restricted Funds £	Total 2021 £
Rent retained	7,798	-	7,798
Sundry income	196	-	196
	<u>£7,994</u>	<u>£Nil</u>	<u>£7,994</u>

5. INVESTMENT INCOME

	Unrestricted Funds	Restricted Funds	Total 2021
Bank interest	<u>£921</u>	<u>£Nil</u>	<u>£921</u>

BALANCE (SUPPORT) CIO

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

6. EXPENDITURE ON CHARITABLE ACTIVITIES

	Direct Costs £	Support Costs £	Total 2021 £
Staff costs	2,136,397	109,449	2,245,846
Premises	291,161	11,229	302,390
Administration costs	41,388	28,137	69,525
Residents care and welfare	25,819	-	25,819
Transport	45,714	401	46,115
Prof, Licenses and subscriptions	12,169	12,157	24,326
Governance Costs (see note 8)	-	7,928	7,928
Depreciation	-	15,208	15,208
Other costs	-	528	528
	<u>£2,552,648</u>	<u>£185,037</u>	<u>£2,737,685</u>

7. ANALYSIS OF EXPENDITURE BY ACTIVITY

	Direct Costs £	Support Costs £	Total 2021 £
Woodbury	915,437	66,358	981,795
Supported Living	865,237	62,720	927,957
Employment Service	326,099	23,638	349,737
Other Activities including Community Activities and Travel Training	445,875	32,321	478,196
	<u>£2,552,648</u>	<u>£185,037</u>	<u>£2,737,685</u>

8. GOVERNANCE COSTS

	Total 2021 £
Audit fees	7,720
Meeting costs	208
	<u>£7,928</u>

9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) for the year is stated after charging:

	Total 2021
Auditor's remuneration	£7,720
Depreciation	£15,208
Operating lease rentals	<u>£233,184</u>

10. TRUSTEES REMUNERATION AND EXPENSES

The trustees neither received nor waived any remuneration during the year.
No Trustee received any expenses during the year.

BALANCE (SUPPORT) CIO

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

11. STAFF COSTS

	Charitable Costs £	Support Costs £	Total 2021 £
Wages and salaries	1,816,698	96,485	1,913,183
Social security costs	156,509	10,304	166,813
Pension costs	106,604	2,660	109,264
Other staff related costs	12,332	-	12,332
Redundancy	2,026	-	2,026
Agency Staff	42,228	-	42,228
	<u>£2,136,397</u>	<u>£109,449</u>	<u>£2,245,846</u>

One employee received total remuneration above £60,000 excluding employer's national insurance and pension costs, in the £60,000 - £70,000 band.

The average number of employees analysed by function was:

	2021 Number
Direct charitable activities	81
Management and administration	5
	<u>86</u>

The total amount of employee benefits received by key management personnel was £84,936. Under FRS 102 employee benefits include gross pay, benefits in kind, employer's national insurance and employer's pension costs.

12. TANGIBLE FIXED ASSETS

	Computer Equipment £	Furniture and Equipment £	Office Equipment £	Total £
Cost				
At 1 April 2020 (from CIC)	47,976	5,845	154	53,975
Additions	17,945	12,546	-	30,491
Disposals	(3,589)	-	(154)	(3,743)
	<u>62,332</u>	<u>18,391</u>	<u>-</u>	<u>80,723</u>
At 31 March 2021				
Depreciation				
At 1 April 2020 (from CIC)	39,212	3,251	154	42,617
In the year	10,915	4,293	-	15,208
Eliminated on disposal	(3,589)	-	(154)	(3,743)
	<u>46,538</u>	<u>7,544</u>	<u>-</u>	<u>54,082</u>
Net book value				
At 31 March 2021	<u>£15,794</u>	<u>£10,847</u>	<u>£Nil</u>	<u>£26,641</u>
At 31 March 2020 (from CIC)	<u>£8,764</u>	<u>£2,594</u>	<u>£Nil</u>	<u>£11,358</u>

BALANCE (SUPPORT) CIO

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

13. DEBTORS

	2021 £
Trade debtors	295,716
Prepayments and accrued income	58,456
Other debtors	14,022
	<u>£368,194</u>

14. CREDITORS – amounts falling due within one year

	2021 £
Bank Loan	6,667
Trade Creditors	94,884
Accruals	25,508
Deferred Income (see below)	276,948
Taxation and social security	92,186
Other Creditors	251,110
	<u>£747,303</u>

Deferred Income	Income received in advance	Income released	Balance as at 31 March 2021
Contract Income	<u>£276,948</u>	<u>£Nil</u>	<u>£276,948</u>

Deferred income relates to income received during the financial year which relates to and will be released into the next financial year.

15. CREDITORS – amounts falling due after more than one year

	2021 £
Bouncebank loan amounts repayable by instalments due within:	
1 - 2 years	10,000
2 - 5 years	33,333
	<u>£43,333</u>

16. OPERATING LEASE COMMITMENTS

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2021 £
Due within:	
1 year	4,000
1 - 5 years	3,182
	<u>£7,182</u>

BALANCE (SUPPORT) CIO

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

17. MOVEMENT IN FUNDS

	From CIC £	Income £	Expenditure £	Transfers £	31 March 2021 £
Unrestricted Funds					
General Funds	71,962	2,726,830	2,534,922	-	263,870
Restricted Funds					
HMRC CJRS Funding	-	60,490	60,490	-	-
Covid 19 Infection Control					
- Woodbury	-	76,224	76,224	-	-
- SL	-	73,536	49,618	-	23,918
- CATS	-	8,126	8,126	-	-
- CW	-	2,869	2,869	-	-
Versus Arthritis	-	5,990	2,386	-	3,604
City Bridge Trust	-	2,400	2,400	-	-
Neighbourly Limited	-	400	400	-	-
NHS	-	1,000	250	-	750
Total Restricted Funds	-	231,035	202,763	-	28,272
Total Funds	<u>£71,962</u>	<u>£2,957,865</u>	<u>£2,737,685</u>	<u>£Nil</u>	<u>£292,142</u>

The HMRC CJRS funding was received to pay the employment costs of staff who were furloughed.

Covid 19 infection control funding was received to pay for additional expenses related to preventing the spread of the Covid 19 virus, including personal protection equipment, increased travel costs and additional technology to reduce contact between staff members working in the community.

The Versus Arthritis grant was received to purchase a companion bike and associated costs.

City Bridge Trust and Neighbourly Limited grants were received to assist with additional costs incurred as a result of Covid 19.

The NHS grant was received for the purchase of two laptop computers.

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General Funds £	Restricted Funds £	Total 2021 £
2021			
Fixed assets	15,291	11,350	26,641
Current assets	1,039,215	16,922	1,056,137
Current liabilities	(747,303)	-	(747,303)
Longer term Liabilities	(43,333)	-	(43,333)
	<u>£263,870</u>	<u>£28,272</u>	<u>£292,142</u>

BALANCE (SUPPORT) CIO

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

19. CONTINGENT ASSETS

The charity has been awarded some multi-year contracts with specified or implied timeframes which preclude recognition of the full amount. The amount of such contingent assets is approximately £2.45m, to be received during 2021/22.

20. RELATED PARTY TRANSACTIONS

There remains a debtor balance on the director's loan account with respect to the Chief Executive of £4,222 as at 31 March 2021, which will be repaid and written off during 2021/22. The inherited balance from the CIC was £6,310 as at 1 April 2020.