

Charity number: 1190952
Company number: 12727846

ASSOCIATION OF EX-SERVICE DROP-IN CENTRES LIMITED

ALSO KNOWN AS
ASDIC

FINANCIAL STATEMENTS

for the period ended

31 July 2021

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LEGAL AND ADMINISTRATIVE INFORMATION

COMPANY NUMBER	12727846
REGISTERED CHARITY	1190952
TRUSTEES	Dr David Trotman (chairman) – appointed 08/07/2020 Mr Roger Nield MBE (Treasurer) – appointed 08/07/2020 Mr Howard John Davies – appointed 08/07/20 resigned 10/03/2021 Ms Annette Lindsay – appointed 21/06/2021 Lt Col Mac McPherson MBE – appointed 21/06/2021 Dr Andrea Morris – appointed 21/06/2021 Colonel Clive Newell OBE JP – appointed 08/07/2020 Ms Dorinda Wolfe Murray – appointed 08/07/2020
CHIEF EXECUTIVE	Mrs Tracy Bryant
EXECUTIVE DIRECTOR	Cdre Barry Bryant CVO RN
REGIONAL DIRECTOR	Capt Malcolm Farrow OBE RN
DEVELOPMENT DIRECTOR	Mr Christopher Toulmin
REGISTERED OFFICE	Brydale Wellesley Close Crowborough England TN6 1QP
BANKERS	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
INDEPENDENT EXAMINER	Samantha Wells Lindeyer Francis Ferguson Limited Chartered Accountants North House 198 High Street Tonbridge Kent TN9 1BE
SOLICITORS	Pothecary Witham Weld 84 Eccleston Square London SW1V 1PX

Chairman's Introduction

Through what has been an unprecedented year, I am pleased to report the significant development of ASDIC. Through hard work, dedication and determination by its staff and volunteers ASDIC has become a Registered Charity as well as a Limited Company.

With many thanks to Trustees and Management at Veterans Outreach Support, Portsmouth, in undertaking the overall fiscal care of ASDICs finances in the early stages of our organisational development, ASDIC now has its own independent banking, legal and accounting provision.

Although the COVID period limited ASDIC's Veterans' Drop-In communities from meeting face to face, ASDIC staff carried out planned regional meetings online as well as setting up a proactive network of Regional Coordinators to represent and support Drop-In Centres across the whole of the UK. These have been an invaluable point of contact for the 100 or so Centres who are now ASDIC members, giving mentoring and guidance during these isolating times.

I am also pleased that as I write, at last, ASDIC's Head Office is now a physical entity, despite being planned for over a year. Tracy and her team have now moved into permanent quarters at the RBLI Village at Aylesford, near Maidstone, Kent. Grateful thanks to all at RBLI for their pro bono provision of this vital accommodation.

ASDIC has developed its working role with UK Governing Bodies representing Veterans and Armed Forces Affairs; these include Cobseo, the Armed Forces Covenant Fund Trust, Veterans UK, and the Office of Veterans Affairs, as well as meetings with Armed Forces Commissioners across the UK, enabling the requirements and views of UK Drop-In Centres to be heard and discussed at higher policy levels.

We have also worked hard to establish a viable and relevant Trustees Board that brings direct experience and expertise in areas such as the establishment and development of Drop-In Centres, delivery of veterans' mental health services and related policy as well as longer term insights into the issues relating to transition out of the Armed Forces.

ASDIC can now look forward to testing its training program for Drop-Ins and Regional Coordinators with a view to supporting long term sustainability and viability of a vital frontline service for Veterans.

As COVID restrictions lift I do hope that I get the opportunity to meet you, and that you will see and use ASDIC as an essential point of contact regarding the development of your own work in supporting those requiring a helping hand. As a co-founder of a growing network of Drop-Ins and Veteran Hubs in Wales, I certainly have!

Dr David Trotman, Chair.

Chief Executive's Report

It is a huge privilege for me to introduce this first Annual Report for the Association of Ex-Service Drop-In Centres. One year ago, ASDIC had just emerged from the LIBOR Project parentage of the Veterans' Outreach Support (VOS) centre in Portsmouth, and the subsequent attainment of both limited company and registered charity status enabled us to confirm our independence with a three-year grant from the Armed Forces Covenant Fund Trust (AFCFT). Since then, life has not stood still!

Unfortunately, the pandemic restrictions brought a halt to the long-planned visit programme, and it's a huge regret to me that I have not managed personally to meet anything like as many Drop-In leaders or Regional Coordinators as I would have liked. Similarly, we were unable to move into our new permanent office situated in the RBLI Village at Aylesford, near Maidstone in Kent, and until recently ASDIC has been largely run from home! However, this has given us the opportunity to concentrate more on our own plans to strengthen and enlarge both the network itself and the services that we can begin to offer our members. All this will be reported in more detail later in this Report.

We have spent much time briefing influential individuals from the world of politics and the more well-established Armed Forces welfare sector, and there is little doubt that our image and influence are now much better appreciated. This was confirmed when we were welcomed to both Cobseo and Veterans Scotland membership shortly after our application. We have since worked closely with Cobseo, the AFCFT, elements of the NHS, personnel sections of the MoD and the Office for Veterans' Affairs (OVA) in terms of general information and on specifically targeted funding programmes. We were nominated as a Strategic Lead for the Veterans Places, Pathways and People (VPPP) programme, leading to a further Covenant Fund grant, and were also very fortunate to receive another grant from the Veterans' Foundation. This more positive funding picture has enabled us to strengthen our management team and regional activity and we have many plans for the coming year.

Recently, as the Covid threat has abated, Drop-In activity is beginning to pick up with much missed face to face communication, but it has become increasingly evident that there had also been a huge amount of energy, initiative and successful supporting activity in very many locations, despite the lockdown restrictions. I can only offer ASDIC's sincere thanks and congratulations to so many resourceful individuals who have done their very best to bring comfort to our vulnerable veterans during such a difficult period.

And so to an exciting future, with much work to do in the months ahead!

Tracy Bryant, Chief Executive

REPORT OF THE TRUSTEES

The Trustees (who are also Directors of the Charity for the purposes of the Companies Act) present their report and financial statements of the charity for the period ended 31st July 2021. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the Annual Report and Financial Statements of the charity. In doing so the Trustees have taken advantage in the exemption from providing a Strategic Report as the Company is defined as small.

Executive Summary

Mission Statement

ASDIC will work to maximise the sustainability, resilience, effectiveness and delivery of Drop-In Centres and improve liaison with Breakfast Clubs across the United Kingdom to ensure that all vulnerable veterans receive swift and empathetic support, and that their needs are appreciated at higher levels.

This simple statement defines what ASDIC is and also what it is not. Despite the very wide remit, we have no ambition or intention to challenge or usurp the many well-established Service charities; we believe that we have a unique role in coordinating and representing our relatively new field of operations and ensuring that Drop-In activity is understood and appreciated, and we wish to integrate and cooperate with all relevant existing organisations.

We intend to remain a very small and flexible core team. Each member has both specific and wider-ranging responsibilities but also a common understanding of aims, activities and progress, using technology to maintain contact with all associated parties. We are also developing a bespoke communication and messaging system to improve information and data flow.

Development Activity

ASDIC operates both tactically and strategically across the whole of the UK. It covers all members of the Armed Forces, both serving and former, as well as members of the Merchant Navy and the Emergency ('blue-light') services, and it deals with any reasonable welfare and/or social need. These wide responsibilities reflect a fairly unique and valuable position shared with only a few other organisations in the veterans' welfare sector, and complements the work of, inter alia, the Confederation of Service Charities (Cobseo), the Armed Forces Covenant Fund Trust (AFCT), Veterans Gateway, Forces in Mind Trust (FiMT) and the Veterans Advisory and Pension Committees (VAPCs). Close relationships with these organisations are therefore vital for ASDIC in developing the UK-wide picture of need from their experience of all issues at the coalface. Some key themes from the 'Strategy for Veterans (Nov2018)' paper have formed a background to ASDIC's work, and we look forward to the forthcoming Veterans Strategy Action Plan.

At the strategic level and given the very important links with Veterans Gateway and the Map of Need, ASDIC promotes regular liaison by supplying vital information on our member Drop-Ins and their contact and operating information for inclusion on these websites. This information is then used by the Veterans Gateway helpdesk for signposting and by veterans themselves when searching for help online. It is essential that this information is kept up to date and the introduction of the new online Community Hub system will markedly improve this liaison and data exchange.

REPORT OF THE TRUSTEES

ASDIC also maintains informal liaison at both the national and local levels with the wider matrix of any and all organisations which can offer assistance to veterans in need. These obviously include the large number of Armed Forces charities but also local authorities, NHS services, Citizens' Advice Bureaux, and others.

Our Regional Coordinators are encouraged to build and maintain their own lists of, and liaisons with, local assistance bodies, and these close links can often facilitate more rapid provision of relief.

The UK also has a vibrant grouping of Breakfast Clubs. These are not wholly dissimilar from Drop-Ins but tend to concentrate more on sociability and comradeship than making direct links with external welfare organisations. However, there is frequently some degree of overlap in operation, and ASDIC maintains a close liaison with their opposite numbers in the Breakfast Club community.

Objectives and Regional Activities

The objects of ASDIC as per the charity's governing document is as follows:

To provide assistance to and improve the wellbeing of the Beneficiaries (defined below) by improving the efficiency and effectiveness of Drop-In Centres for the public benefit, including but not limited to:

- promoting co-operation between Drop-Ins and promoting a network of communication, training and support;
- acting as a representative of Drop-Ins with statutory bodies and local and central government agencies; and
- setting best practice in service delivery and governance to ensure sustainability and resilience.

Beneficiaries are those persons who have been or shall be at any time members of the Armed Forces, veterans, their families, current and former members of the merchant navy and emergency services in the UK.

In setting the objectives, the Trustees have considered the Charity Commission's general guidance on public benefit.

A vital component in all these objectives has been the introduction of volunteer Regional Coordinators to act as our 'middle management' tier, and the recent introduction of a revised regional system. It has been instructive to observe the many different constructs of the nation by different authorities, and it was tempting to follow the present NHS regions that would drive the VPPP programme but, given the sometimes transient nature of NHS areas, it has been decided that the longer-term objectives of ASDIC will be better served by adopting the more permanent national areas of the ONS and other government institutions. A developing closer liaison with Veterans UK and the VAPCs reinforces this decision.

Our Impact

Our direct impact on our ultimate beneficiaries, those veterans in need, is obviously delivered second-hand as we enable the many Drop-In centres to provide a better service on the front-line. However, ASDIC believes that we are having an ever-increasing impact in providing communication between Drop-Ins and Regional Coordinators in the community, and vastly improving liaison between more nationally focused agencies in government (eg DWP), the Ministry of Defence, Cobseo and the OVA, and other welfare charities. In particular, working with the Armed Forces Covenant Fund Trust programmes, we have been able to act as an interlocutor between a wide spectrum of local interest groups and the wider national

REPORT OF THE TRUSTEES

picture. This reflects ASDIC's unique ability to position itself as a small but agile and flexible unit, responding swiftly to inputs from all directions and effectively 'joining up the dots'.

Achievements and Performance

Getting set up from a low baseline

Perhaps ASDIC's greatest achievement in this first formal year of operations as an independent identity has been proving our worth as a necessary body able to coordinate support for our members and represent their unique front-line feedback at the highest levels of veterans' management in the UK.

Regional Definition

As mentioned elsewhere, the apparently simple task of designing and operating on a regional basis has become more problematic than expected as ASDIC has iteratively sought to optimise its relationships with the wider spectrum of AF welfare organisations and, latterly and perhaps more importantly, national services such as the NHS. After much debate, it has been decided to align our regions with the long-standing national regions used by government and the ONS, on the basis that as national data gathering becomes of increasing importance, it can be viewed comparably with other nationwide inputs.

Advisory role for grant-making organisations on coal-face activity

It has been encouraging to form a relationship with wider grant-makers such as the Veterans' Foundation, who have sought ASDIC's opinion on the efficacy of their own grants and their impact on the efficiency of applicants.

Contributor to national projects

ASDIC has been delighted to be invited to join more long-established authorities as a Strategic Lead within the latest AFCT programme to establish a lasting legacy of safe places, pathways and people that will come together during the next two years in a network of like-minded agencies providing a holistic service to the whole veterans' community.

Briefing politicians & significant individuals

Every opportunity has been taken to provide personal briefings to high-profile individuals, sometimes by application and frequently by request. Having achieved greater understanding, the majority show enthusiasm and pledge support. A few, steeped in the traditions of longer-established organisations, question the need for ASDIC's new and informal approach and lack of a hierarchical structure. Time will tell, but ASDIC continues to stress that it should not and cannot replace other agencies, but it can certainly help them to improve their own delivery of services by signposting and easing veterans' contactability.

Increasing membership and improving relationships with Regional Coordinators

ASDIC's membership continues to grow, albeit more slowly over the past year as the pandemic has restricted activities. We encourage Drop-Ins to join with an increasing range of benefits and training packages, plus the visibility that we can give to grant-making programmes such as the recent AFCT packages.

REPORT OF THE TRUSTEES

Increasing visibility

Despite the limitations imposed by the pandemic, there is little doubt that knowledge and appreciation of ASDIC's activities continues to spread incrementally. There is a plethora of smaller armed forces welfare organisations wanting to help veterans both locally and nationally, and they are increasingly seeking ASDIC's help to do so. While this is hugely worthwhile, it is also time-consuming for a very small team, and we will shortly be introducing a more efficient communications and messaging system to assist.

Representation of smaller organisations

It has become increasingly obvious that there is a large number of smaller welfare organisations that feel that they lack any voice or visibility within the more accepted and traditional corridors of power at national level. Given ASDIC's obvious higher-level contacts, albeit as a relatively new and tautly manned operation, several have suggested that we may be able to act as a conduit of representation. This is a flattering concept which ASDIC may be able to develop in the future when we have ourselves managed to improve our communications and data networks and have the ability to recruit more staff members. Nonetheless, we will discuss the initiative with Cobseo and the AFCT.

Risk Management

ASDIC strives to operate flexibly, with a minimum of formal strictures in place. Nonetheless, the appreciation and management of risk takes a high priority, particularly as the Association develops and expands its operations and new threats emerge. All the Association's members are independent, setting and policing their own standards and practices having all agreed to ASDIC's Code of Conduct, which is itself based on common sense and respect for others. This freedom of operation carries an inevitable degree of reputational risk to the Association itself but has not been found wanting during the first year of operation. ASDIC does maintain a formal Risk Register covering the usual gamut of both objective and subjective threats and the measures proposed to deal with them should they arise, and this is regularly approved by the Trustees.

Financial Review

The charity has total income for the period, made up of grants and donations, totalling £143,209. Of this amount £35,520 related to restricted funds.

Expenditure for the period totalled £73,992, giving net incoming resources of £69,217. Total funds carried forward are £69,217. Of these funds, £49,197 are unrestricted, and £20,020 are restricted. The restricted funds relate to balances on the Veterans Places, Pathways and People Programme which only commenced at the period end, and also funds from the Veterans Foundation for a development project.

Reserves policy

While understanding and appreciating the normal Charity Commission advice on the need for all longer-standing charities to have a Reserves Policy, the Trustees have agreed that while ASDIC is a new and evolving Association, it needs to deploy all existing resources from the generous AFCT grants to consolidate and grow its work with the expanding Drop-In community. This policy will pertain for the next couple of years but, while it is hoped that the essentiality of ASDIC's work will by then be self-evident, steps will be taken by mid-2023 to ensure that remaining funds from present grants will be adequate to

REPORT OF THE TRUSTEES

ensure that any existing contractual or other responsibilities can be met if further grants are not forthcoming.

At 31 July 2021 the charity had unrestricted free reserves (that is unrestricted funds less fixed assets) of £46,243.

Plans for the Future

As ASDIC enters its second year of independent operation, it remains determined to maintain and strengthen its own unique brand of grass-roots coordination and representation. We are hugely grateful for the underpinning support of the AFCT, who realise that we have something different to offer within the complicated matrix of welfare support, and they also appreciate the evolving importance of local and community based integration in terms of the successful re-integration of veterans into the mainstream community.

This integral position does not need great innovation or huge initiatives but definitely requires internal reinforcement and some focused training to ensure that the new cadre of volunteer Regional Coordinators can operate with minimum effort but maximum effectiveness. The next year will be devoted to achieving this aim, enhanced by bringing our new communication and messaging system online and recruiting one more member of staff to manage the more routine elements of membership, communications and data management.

Structure, Management & Governance

ASDIC is a charitable company limited by guarantee. It was incorporated on 8 July 2020 and obtained charitable status on 19 August 2020. It is governed by its memorandum and articles of association.

ASDIC's Board of Trustees now numbers seven individuals with varied experience of the military and care disciplines, led by a Chair with much highly successful involvement with the Drop-In movement across Wales. With planned and staggered succession dates, the Board is well set to lead the Association for several years to come.

Three of the original five ASDIC trustees were drawn from members of the previous Veterans Outreach Support (VOS) Steering Group. New trustees are recruited by word of mouth and through the adverts within the Cobseo newsletters. All applicants are interviewed by the CEO and Chairman prior to appointment.

The present management structure has evolved with the perceived requirement since the present Chief Executive was appointed to lead the separation from VOS in late 2019. It presently numbers four individuals, with the Chief Executive and the Development Director remunerated full-time and the Executive and Regional Directors working and remunerated as part-time consultants, although actually contributing full-time effort. Earlier in the year, Covid precluded the recruitment of an office/communications manager/membership secretary. In hindsight this was fortunate as the scope of the role has increased, allowing for better definition of the requirement. Hopefully an appointment will be made in early 2022.

Governance is conducted with a light touch while still fulfilling all legal requirements and normal good practice. There is frequent communication between the Chair of the Board and the CEO concerning

REPORT OF THE TRUSTEES

operations, and the monthly accounts are agreed between the Chair, the Treasurer, the CEO and the Executive Director. ASDIC is aware of the Cobseo Governance Guidance and refers to that as necessary.

Trustees

The Directors of the company, who are also the Trustees for the purpose of charity law, are set out on Page 1 of this Report.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with the United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the surplus or deficit of the charitable company for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements 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 the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime within Part 15 of the Companies Act 2006.

By Order of the Board

Dr David Trotman
Chairman

Date: 3 February 2022

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ASDIC (Association of Ex-Service Drop-in Centre)

I report to the charity trustees on my examination of the financial statements ASDIC (Association of Ex-Service Drop-in Centre) for the period ended 31 July 2021.

Responsibilities and basis of report

As trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the Companies Act 2006 and are eligible for independent examination, I report in respect of my examination of the charity's accounts as carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

Independent examiner's statement

I have completed my examination and I can confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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

Samantha Wells
Lindeyer Francis Ferguson Limited
Chartered Accountants
North House
198 High Street
Tonbridge
Kent TN9 1BE

Date: 16 February 2022

ASSOCIATION OF EX-SERVICE DROP-IN CENTRES LIMITED

STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE PERIOD ENDED 31 JULY 2021

	Note	2021 <i>Unrestricted funds</i> £	2021 <i>Restricted funds</i> £	2021 <i>Total funds</i> £
Income from:				
Grants and donations	3	107,689	35,520	143,209
Total		107,689	35,520	143,209
Expenditure on:				
Charitable activities	4	58,492	15,500	73,992
Total		58,492	15,500	73,992
Net income and net movement in funds		49,197	20,020	69,217
Reconciliation of funds:				
Total funds brought forward		-	-	-
Total funds carried forward	9	49,197	20,020	69,217

ASSOCIATION OF EX-SERVICE DROP-IN CENTRES LIMITED

BALANCE SHEET
AS AT 31 JULY 2021

	Note	2021 £	2021 £
Fixed assets			
Tangible assets	7		2,954
Current assets			
Prepayments		416	
Cash at bank and in hand		114,707	
		<u>115,123</u>	
Creditors: amounts falling due within one year	8	<u>(48,860)</u>	
Net current assets			<u>66,263</u>
Net assets			<u><u>69,217</u></u>
The funds of the charity:			
Unrestricted funds			49,197
Restricted funds			20,020
	9		<u><u>69,217</u></u>

For the financial period in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the period in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 3 February 2022 and are signed on its behalf by:

Dr D Trotman
Chair

Mr R Nield MBE
Treasurer

Company number: 12727846

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 JULY 2021

1 ACCOUNTING POLICIES

Accounting convention

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 (FRS 102)" (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

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 note(s).

There are no material uncertainties about the charity's ability to continue, and so the going concern basis of accounting has been adopted.

The financial statements are presented in pounds sterling and rounded to the nearest pound.

The financial statements are prepared from the date of incorporation of 8 July 2020 and are therefore for a 13 month period.

Income

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

For donations this is usually on receipt. For grants, this is usually when a formal offer is made in writing, unless the grant contains terms and conditions outside of the charity's control which must be met before the charity is entitled to the funds. Where grants are received in response to a proposal including a budgeted timescale, such that the timescale for the expenditure is implicit in the grant agreement, the income is recognised in accordance with that timescale.

Gifts in-kind are recognised when the charity is entitled to the donated goods / services, the amount can be measured reliably, and the receipt is probable. Donated goods are measured at market value, and donated services are measured based on the amount that the charity would have had to pay in the open market to obtain the services.

Expenditure

Expenditure is recognised when a present legal or constructive obligation exists at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefits will be required to settle the obligation, and the amount can be estimated reliably.

The charity has one charitable activity (supporting Drop-In Centres) to which direct and support costs are allocated. Staff costs are allocated between direct and support costs on the basis of the staff members' job roles.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 JULY 2021

1 ACCOUNTING POLICIES continued

Expenditure

Support costs are those functions that assist the work of the charity but do not directly relate to the charitable activities, and include governance costs.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Restricted funds can only be used for the particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated realisable value of each asset over its expected useful life, as follows:

Computer equipment	25% Reducing Balance
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Assets costing less than £150 are not capitalised but are recognised as expenditure in the Statement of Financial Activities in the year incurred.

Financial instruments

The Charity only has financial instruments of a kind that qualify as basic financial instruments. Short term basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense. The cost of any unused holiday entitlement is recognised in the year to which the entitlement relates.

The Charity operates a defined contribution scheme for staff and contributions are charged to the income and expenditure account as they are incurred.

2 STATUS

Association of ex-Service Drop-In Centres limited ('the charity') is a company limited by guarantee and registered charity incorporated in England and Wales. The members of the charity are the Trustees. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member.

The address of the charity's registered office and its place of business is Brydale, Wellesley Close, Crowborough, TN6 1QP

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 JULY 2021

3 INCOME FROM DONATIONS AND GRANTS

	2021 £
Donations and grants	139,324
Gifts in-kind	3,885
	<u>143,209</u>

Gifts in-kind included donated assets.

4 EXPENDITURE ON CHARITABLE ACTIVITIES

	2021 £
Staff costs	38,504
Consultancy fees	22,484
Support costs allocated (below)	13,004
	<u>73,992</u>

	2021 £
Support costs comprise:	
Travel and subsistence	2,679
Legal and professional fees	1,706
IT costs	2,449
Website costs	653
Subscriptions	636
Telephone	862
Bank charges	71
Depreciation	897
Governance costs	
Trustee meeting costs	651
Independent examiner's fees	1,800
Independent examiner's fees for other services	600
	<u>13,004</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 JULY 2021

5 NET INCOME AND NET MOVEMENT IN FUNDS

2021
£

Net income and net movement in funds is stated after charging:

Depreciation	897
Independent examiner's fees	1,800
Independent examiner's fees for other services	600
	<u>2,300</u>

6 STAFF COSTS

2021
£

Gross salaries	34,000
Employer's pension contributions	926
Employer's National Insurance contributions	3,578
	<u>38,504</u>

There was no employees with employment benefits (excluding employer pension contributions) of more than £60,000.

The average number of employees on a headcount basis was 1.

7 TANGIBLE FIXED ASSETS

	<i>Computer equipment</i> £	<i>Total</i> £
Cost		
Additions	3,851	3,851
At 31 July 2021	<u>3,851</u>	<u>3,851</u>
Depreciation		
Charged for the period	897	897
At 31 July 2021	<u>897</u>	<u>897</u>
Net book value		
At 31 July 2021	<u>2,954</u>	<u>2,954</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 JULY 2021

8 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £
Tax and social security	1,329
Accruals	3,051
Deferred income	44,480
	<u>48,860</u>

Deferred grant income relates to grants where the application included budgets showing use in a future year.

9 MOVEMENT ON FUNDS

	<i>Brought forward</i>	<i>Income</i>	<i>Expenditure</i>	<i>Carried forward</i>
Unrestricted funds				
General funds	-	107,689	(58,492)	49,197
	<u>-</u>	<u>107,689</u>	<u>(58,492)</u>	<u>49,197</u>
Restricted funds				
Armed Forces Covenant Fund Trust	-	5,520	(3,500)	2,020
Veterans Foundation	-	30,000	(12,000)	18,000
	<u>-</u>	<u>35,520</u>	<u>(15,500)</u>	<u>20,020</u>
	<u>-</u>	<u>143,209</u>	<u>(73,992)</u>	<u>69,217</u>

The grant from the Armed Forces Covenant Fund Trust is a multi year grant received for the Veterans' Places, Pathways and People Programme.

A grant was received from the Veterans Foundation to fund a six month development project to cover the costs of an experienced consultant to identify, acquire and establish an optimum relational database, develop an integrated membership package alongside further ASDIC marketing and branding to spread the Drop-In message, plus design a basic training matrix for all leaders and coordinators.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 JULY 2021

10 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<i>Unrestricted funds £</i>	<i>Restricted funds £</i>	<i>Total funds £</i>
Fixed assets	2,954	-	2,954
Net current assets	46,243	20,020	66,263
	<u>49,197</u>	<u>20,020</u>	<u>69,217</u>

11 RELATED PARTY TRANSACTIONS

The key management personnel are considered to be the Trustees and the CEO - TD Bryant. Total remuneration to key management personnel in 2021 was £38,504.

There were no Trustees' remuneration or other benefits during the current period.

Five trustees were reimbursed travel expenses amounting to £553 during the current period.