

Trustees Annual Report and Accounts 2021/2022

A challenging year, supporting our members through a period constant change, and uncertainty, yet with positive outcomes for many.

	Throughout the year we supported our members, attending from homes across Bristol, at our Centre in Filwood Park.	
		
Micah 6: 6-8 And what does the LORD require of you? To act justly and to love mercy and to walk humbly with your God.		We provide physical, emotional, and spiritual support for adults with learning disabilities, committed to developing their skills, promoting their choices, and helping them realise their full potential, within a Christian environment.

Christian Centre focusing on abilities.

Haven Community - Registered Charity No 1192669 Company limited by guarantee 12294026

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1. Introduction

The purpose of this study is to investigate the effects of various factors on the performance of a system. The study is organized as follows: Section 2 describes the methodology, Section 3 presents the results, and Section 4 discusses the conclusions.

2. Methodology

The methodology used in this study is based on a series of experiments. The first experiment was designed to determine the effect of the number of processors on the system's performance. The second experiment was designed to determine the effect of the number of memory units on the system's performance.

The results of the first experiment show that the system's performance increases as the number of processors increases. The results of the second experiment show that the system's performance increases as the number of memory units increases. The results of the third experiment show that the system's performance increases as the number of memory units increases.

The results of the study show that the system's performance is significantly affected by the number of processors and the number of memory units. The study concludes that the system's performance can be improved by increasing the number of processors and the number of memory units.

Haven Community

FINANCIAL STATEMENTS

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2021/22 Trustees Annual report for Haven Community

What we have achieved in the past year

Members attending the Centre – Increasing numbers have returned to their usual days' attendance of the Centre during the past year or so and today we are at maximum capacity, based on space, staffing, and maintaining certain social distancing etc, because of the ongoing impact of the Covid pandemic.

Moving forward - It continues to be a tough season for all of us, and we are grateful that we have been able to continue the work of Haven Community throughout this period, despite considerable fluctuations in attendance of members and periodic staff absences due to the pandemic. We are grateful for increased contact with carers and care homes as we jointly work to provide the best possible care and support to our members to ensure their safety and wellbeing.

Volunteers

In addition to our Trustees, volunteers have supported us by working from home on finance or visiting the Centre and assisting our members in creative or stimulating activities. During the year we had a team from Unite Students who worked hard in the garden for a day, followed by their team social. We envisage that they will return before the year end and help with other further Garden tasks. We are also grateful to the volunteers from Woodlands South Side church who have helped with decorating the building we are shortly to.

Impact

During the year we have provided day placements for twenty-two adults with complex needs and disabilities, who we prefer to call 'Members'. Such days with us provides for:

- reduced isolation and loneliness
- increases confidence and stimulation.
- maintaining certain independence
- activities which provide mental and physical stimulation

We continue to transport all our members to and from our Centre Monday to Thursday each week, from across the Bristol region.

Thousands of hours of respite have been granted to families that would otherwise have cared for some of our members at home in such challenging times. Our support for individuals at home often extended to supporting their families too and helping them on occasions to get the support they themselves needed.

Haven Community

Reference and administrative details

Charity Name:	Haven Community
Governing Document	Articles of Association dated 1 November 2019
Charity Number:	1192669
Company Number:	12294026
Trustees:	Graham Hoyle Chair Paul Ford (Vice Chair) Neil Mobbs Philip Wright Kelvin Reeves Alice Lawrence Ruth Bullock (Appointed 25/11/2021)
Principal Address:	Haven Community Ruthven Road Filwood Park Bristol BS4 1ST Tel 0117 9851188
Treasurer:	Mr P Wright
Bankers:	Charities Aid Foundation CAF Bank Ltd Kings Hill West Mailing Kent ME19 4TA
Independent Examiner:	Joshua Kingston BSc ACA Burton Sweet Limited The Clock Tower, Farleigh Court Old Weston Road Flax Bourton Bristol BS48 1UR
Solicitors:	Anthony Collins LLP (Governance) Ellis-Fermor & Negus (Property & Leases)
Chief Executive:	Simon R David

Haven Community Trustees Annual Report for the year ended 31st March 2022

1 Structure, Governance and Management

Haven Community was formed as an incorporated charity (Company Limited by Guarantee) with Articles of Association on 1 November 2019. The Charity Commission certified that Haven Community (1192669) had been registered with them on 7 December 2020.

On the 12 May 2021, the Charity Commission approved the transfer of assets and liabilities from DCF Premier Workshops Trust to Haven Community.

Our history, from 1985 including our predecessor Trust, DCF Premier Workshops Trust (registered charity 1059468) can be read about on our website <https://havencommunity.org.uk/history/>

Recruitment and Appointment of Trustees

The power of the appointment of a new Trustee (Director) resides with the Trustee Board, and they continue to serve specified terms of office, being three years and, if eligible and willing, may serve up to three consecutive terms of office.

In selecting persons to be appointed, the Trustees consider the benefit of appointing such persons who are able, by virtue of their experience or training, to contribute to the pursuits of the objects and the management of the Trust. They must be willing to sign the basis of faith.

The Trustees regularly consider the composition of the board to ensure that it has access to the right composition, balance, diversity and spread of expertise needed to govern the affairs of the Trust.

When new Trustees are appointed (following completion of a declaration of eligibility and willingness to act as a Trustee) they are provided with copies of the Articles of Association, the most recent Annual Report and Accounts and minutes of recent meetings. (These can be requested prior to being appointed).

They are inducted by existing Trustees and the Chief Executive into the affairs of the charity, provided with a Trustee handbook and encouraged to make visits to the Centre.

The Board refer to the Charity Commission documentation CC3 The Essential Trustee, its guide to trustees' duties, CC26 - Charities and Risk Management and CC8 Internal financial controls. They are also encouraged to attend or listen to recordings from professional advisors and attend occasional Trustee training events.

Organisation of the Trust

Day to day management of the Trust is delegated to the Chief Executive (CE), with Centre Coordinators providing support to them on a regular basis.

The Board met on seven occasions during the year to March 2022, including having one away-day. Initially meetings were virtual, then reverted to being in-person.

Additional meetings between the Chair of Trustees and the Chief Executive took place during the year with considerable emails flowing between both, some also being circulated to the entire board to keep them up to date on developments. Furthermore, the CE produces reports to the entire board at least quarterly.

Income during the year comes from making charges to relevant local authorities (72%), with (6%) coming from personal budgets and the remainder (22%) coming from rental income, and gifts and grants from donors, trusts, and foundations. Raising funds by way of grant applications is currently undertaken by the Chief Executive, though during the year he has had little time for this.

The charity has no direct relationship with any other UK charity or any company.

Assessment of Risks

A review of Risk Assessments is ongoing. During the year we renewed our consultancy / membership arrangement with several providers, namely:

- Acorn Safety (H&S)
- Dantek (Water quality)
- Care and Support West (Care industry consultancy)
- Stewardship Services (Charity specialists/advisors)
- Trust Advice (Charity Specialists)
- Voscur (Local voluntary organisation)
- NASHiCS (Safety and Health in Care settings)

Whilst undertaking Care Plan reviews, our Members risk assessment and details of medications are updated. The latter is also updated as circumstances change.

Many of our members continue to require one to one observation at mealtimes due to the hazard of choking, whereas others require increasing support throughout the day.

During the year the Trustees, following consultation with the CE, re-assessed and quantified the risks under the headings: -

- * Risk to the Name and purpose of the Trust.
- * Property related risks.

- * Financial and Administration risks.
- * User risks (Safeguarding, H&S)
- * Fundraising risks.

Within each of these areas, actions to manage the risks are in place and are reviewed frequently, most being documented, where appropriate, within the minutes of Trustee Meetings.

During the year, the CE presented to the Trustees information relating to the number and type of accidents, at quarterly meetings both Safeguarding, and H&S are on the agenda.

Safeguarding - It is recognised that our client group are more likely to make repeat allegations, but each are reported, and multi-agencies are involved. We have had very few Safeguarding alerts raised with the local authority during the year and none have related to our service, staff, or volunteers.

The Trustees are mindful of the GDPR requirements and ongoing tasks required to ensure that we remain compliant.

The Trust has maintained a savings account throughout the year, in addition to our operating Bank account.

Finances during the year were constantly monitored due to the uncertainty of funding because of COVID-19 and the withdrawal of some members attending the Centre. Quarterly finances were presented to the board enabling them to consider major expenditure on purchases or facilities.

2. Objects and activities

The Charitable purposes of the charity are:

- a. The relief of people with disabilities, regardless of race or religion, by such charitable means as the Trustees in their discretion think fit; and
- b. To advance the Christian Religion in accordance with the doctrinal basis of the Evangelical Alliance, particularly amongst people with disabilities.

Mission

The Trustees currently seek to realise the objects of the Trust by providing a stimulating and caring environment for people with disabilities, within a Christian ethos.

Aims

The Trustees aim to meet this Mission by providing a variety of creative opportunities. The Trust also encourages the principles of personal values relating to Individuality, Responsibility, Dignity, Independence, and Spirituality.

3. Activities

The Trust continues to implement its charitable objectives, to work towards its overall mission and therefore fulfil its objects as outlined above. Though many members are maturing in years and their needs and level of support have increased, the staff review the variety of activities provided to ensure that they are appropriate, stimulating, therapeutic and engaging.

Our services continue to be developed which can, directly and indirectly, benefit some carers, especially as our members increase their independence. Our services also provide valuable respite for carers. During the year we recommenced certain activities that had been put on hold during the Covid pandemic.

Achievements and Performance

We give praise to God for His goodness to us as an organisation in enabling us to provide a service based on Christian care and support for those who have chosen to be supported in this way and give thanks to God for His unfailing love, His guidance, and His daily provision.

As well as enjoying the social aspects of the activities we continually look for ways to expand these to provide an even greater choice of stimulating accomplishments. Despite the ongoing impact of COVID-19, we have continued to support and care for our members, including in ways not undertaken in the past, to keep them safe.

We are very indebted to the trusts and foundations that have provided support (donations, gifts, grants, and advice) during the pandemic, enabling us to continue to deliver our services and supporting some of our members to become more independent, and to purchase much needed equipment, fixtures, and fittings and to help us to be sustainable. These include CAF Bank, Screwfix, Gordano Valley Church, the John James Foundation and others.

All those funded by way of payments from Bristol City Council have returned to the Centre during the year. The number attending by way of personal payments is four. Most of these are members who attended pre lockdown and returned to attending the Centre from August 2021.

The number of regular attendees is twenty-two. Whilst this is less than past years, it is directly due to the impact of COVID-19 and the requirements of authorities, advisors, and our internal measures. We continued to operate very differently at the Centre, creating small bubbles across two or three rooms for four days each week. However, during recent months we have, following consultations with others including families and carers, commenced relaxing some of the social distancing and other measures. That said, we continue to adhere to Infection, Prevention and Control measures, including staff wearing disposable equipment (PPE), especially face masks.

Our Present Buildings

The properties at Ruthven Road in Filwood Park continue to require investment, though it is the larger of the two buildings (referred to as Block A) that has historically needed increased expenditure. To some extent Block B (renamed 'The Haven') is dependent on Block A, e.g., for all its utilities.

Though it is evident that investment in recent years has paid-off, other works such as that below are likely to require considerable expenditure.

- the flat roof – either complete replacement or to add a pitch roof.
- heating system may need to be replaced with radiators.
- extensive car park and entrance surface repair or replacement
- waste drainage works.

The building now known as 'The Haven' (1970's construction) appears to be of a sounder construction, with a pitched roof, electronic shutters all around etc. Therefore, following surveys on both buildings, we served notice on the tenant who vacated 'The Haven' in recent weeks. We are to occupy the building ourselves, while moth-balling our current building, after some initial refurbishment works to the kitchen, entrance and toilet facilities.

Staff and Volunteers

We readily acknowledge that without the commitment of staff and those who volunteer their time and expertise, our day care service delivery would not be possible. We wish to express our sincere appreciation for their dedication to the Trust.

The pandemic continued to have a material impact on staff availability, and the time they needed to devote to infection control processes, following guidelines and attending increased staff meetings and briefings. The largest impact was on the Chief Executive who continued to devote considerable time on keeping abreast of the developments and the constant changes in requirements from the NHS, Public Health England, Social Services, professional advisors and others.

During the year we said goodbye to one member of staff and welcomed two FT/PT staff. No staff were put on Furlough at any stage. At the year-end we employed ten staff, three of which are part-time, equating to an FTE of 8. We continue to operate the Day Centre four days per week.

The manager's formal title was changed to that of Chief Executive (CE) during the year. They continue to be employed based on a 36hr working week. There has been little time afforded to seeking grants due to the pandemic, maintaining a constantly evolving service, responding to attendance fluctuations (members and staff) and the considerable effort to update facilities and other contracts in respect of the change of the charity status.

The Chair of Trustees and the CE continue to explore the future staffing and management needs to include skill gaps and succession planning.

At the time of writing this report the following employee changes are known and will have a considerable impact on the work of the charity. A senior member of staff left (to volunteer in Africa for two or more years) in recent weeks, a long serving employee plans to take early retirement (the end of January 2023) and the Chief Executive is to go part time with effect from 1 April 2023 and retire within the following twelve months.

We consider training as integral to all we do and therefore constantly review and assess the training and development of all staff and volunteers as appropriate and offer formal and informal training and coaching. Routine training includes Safeguarding, Health & Safety, Moving and Handling, (all staff) MiDAS minibus training and assessment. Such training is discussed at periodic supervisory sessions, staff meetings or at annual review meetings. The average formal training/development days per employee was one day, and additional informal training provided at the monthly staff meetings.

The total number of weekly hours undertaken by regular volunteers (excluding Trustee Meetings) during the financial period, was equivalent to two days per week.

Governance

The Trustees have delegated day to day responsibility for the Centre to the Chief Executive. He produces reports (usually quarterly between meetings) and forwards bi-monthly charity publications and advice to the Trustees to keep them updated on the operation of the Centre and on Trustee matters. Quarterly Management Accounts are produced by the CE, prior to many Trustees meetings.

The CE is actively involved in the wellbeing of the members, facilities, H&S, governance/legal updates, HR, payroll, accounts, Local Authorities, care, and grant seeking.

By the financial year end all activities and contracts were updated to reflect our new charity name. As there continues to be considerable changes and developments on the land developments, the impact of COVID-19, communications with the Trustees will need to be as frequent in 2022 as in recent years.

During the financial year, the full Trustee Board met on seven occasions including an away-day. These meetings were for regular matters arising from the governance and

administration of the charity, land development, staffing, H&S, reviewing the financial position and other pressing matters including the impact of COVID-19.

One new Trustees joined the board, the numbers now being seven. The Board is mindful that additional Trustees would help spread the load, bring greater knowledge and expertise, and continue to consider candidates with suitable skills.

Accounts are maintained in accordance with good accountancy practice. The financial position is presented to the Board by the Chief Executive, with input from the Treasurer, at quarterly Trustees' meetings, with any material changes to income or expenditure reviewed at every meeting.

The accounts are annually examined by an independent examiner and submitted to the Charity Commission.

4. Financial Performance

Funds

Funds held by the charity are:

* Unrestricted Fund - These funds are received from Local Authorities and personal payments for the provision of day care services and non-specified grants and donations. These funds are used to provide activities for the members and operational costs of the charity.

* Designated Fund - In 2021 the Trust moved £100k into a designated fund for the development of the site to achieve our new Centre.

* Restricted Fund - These funds are received from grants, where the donor has specified that for which the grant is to be used. E.g., Transport, meals, trips and outings, equipment or the Covid pandemic etc.

Investments are held in one account and are within the threshold of protection from the Financial Compensation Scheme.

Budget

A budget had been agreed with the Trustee Board for the 2021/22 financial year which supports the programme of work to continue the Trust's activities and services. (A budget has been approved for 2022/23 which will be reviewed by the board on a regular basis, being no less than quarterly).

The Trust

The Trustees recognise their responsibility to identify the major risks to which the Trust is exposed, to review these risks and establish systems to mitigate them. The CE provides data to the Trustees either at Trustee meetings, or in his quarterly reports to Board, on incidents, accidents, and safeguarding. Accordingly, the Trustees review risks and controls, either at Board or other meetings. The financial controls are reviewed by a Treasurer (a Trustee) and the CE.

The principal risks identified are:

- Organisational Structure - Lack of enough time for the CE to manage people and/or complex operations, projects and seeking grants.
- People – Our members and their wellbeing and employees – We have many reliable, dedicated, and loyal staff; however, we are aware of the impact of three senior staff having left the charity in 2020, and the gap of another having left us in recent weeks. Recruitment remains difficult due to the volume of vacancies for experienced care staff both locally and regionally, made worse since the Covid pandemic.
- Cash flow - Inadequate Cash Reserves. Since the local authority funded our work throughout the pandemic and obtaining a CAF Resilience Fund grant in 2020/21, cash flow has not been a concern in the financial year. However, we are heavily reliant on Local Authority funding day placements and recognise the loss of rental income, that we have had for at least twelve years.
- Buildings – One of the two buildings on site (reference Block A) is going to need considerable investment, beyond what would be economical. (See developments)
- Trustees and charitable status – We continue to consider the addition of further Trustees, with HR, legal and accountancy experience.
- The Charity is registered as a Company Limited by Guarantee. All the assets and liabilities of DCF Premier Workshops Trust were approved by the Charity Commission for transfer to Haven Community on 12 May 2021. (Section 105 Order)

During the year, several policies and procedures were updated or created though some are awaiting approval/adoption. Employees have spent considerable time reviewing Risk Assessments and following all the requirements and guidance from the Government, the Care Quality Commission, Public Health England, Local Authorities, and many others on the Covid pandemic. This was necessary since many of our members are considered to be clinically extremely vulnerable.

The Trustees refer to the Charity Commission documentation

CC3 - The Essential Trustee, its guide to trustees' duties,

CC26 - Charities and Risk Management

CC8 – Internal financial controls

We have had very few Safeguarding alerts raised with the local authority. None related to our service, staff, or volunteers.

The Trustees are mindful of the GDPR requirements and ongoing tasks required to ensure that we remain compliant.

As a Christian organisation, Haven Community seeks and expects to maintain consistently high standards of conduct in all aspects of its operation.

Financial Activities

The Trust has maintained a savings account with Kingdom Bank throughout the year with general operating funds being held in CAF Bank operating accounts.

The board are mindful that our main source of income comes from just one local authority, and this is being addressed as part of our strategy document.

During the financial year, and currently, we are experiencing significant fluctuations in the attendance of our members. This has been for reasons related to the Covid pandemic, but for increased holidays or absences related to sickness or appointments and the increasing age profile of our members. Attendance rates for some weeks in the current financial year have been circa 80%, sometimes less. On such occasions of absences there is a corresponding reduction in funding. The Chair and the CE continue to consider the impact of such fluctuations especially as non-attendance is often at little or no advance notice. Therefore, our income drops, but our staffing costs and other outgoings remain the same.

There has not been a need to draw down any savings during the year as the operating account remained at a level to cover routine expenditure, thanks to some additional grants from the local authority and others. We moved £10,000 from the CAF bank account to the Investment account during the year to ensure that all savings and investments were within that of the Financial Compensation Scheme.

All our employees are paid more than the living wage and in addition received allowances during the period for Covid testing and for attending staff meetings. (Currently staff are paid for their lunchtimes and breaks).

Our income for the financial year is £228,005, whereas our expenditure £247,510. (This is broadly in line with that of the CE's management accounts which predicted income as £216,888 and expenditure [excluding depreciation] of £241,502.

Assets

The assets of the Charity consist of two buildings, the land at Ruthven Road, four wheelchair adapted vehicles and the equipment within the Centre and offices. In addition, the Trust has investments with Kingdom Bank and accounts with CAF Bank, being a CAF Gold account and the CAF Cash account. (Our CAF current account is topped up by switching funds from our CAF Gold Account when required. The Gold account is utilised for the ease of switching funds not needed daily).

During the year £10,000 was transferred from the CAF Bank Account to the Kingdom Bank account, ensuring that both were within the FCS levels.

The year-end cash assets, including investments, are £181,389. This includes restricted funds of £4,362.

No significant unexpected expenditure was incurred during the year.

Reserves

The Reserves Policy was reviewed by the Board at their recent meeting. It confirms that as the Trust income is based on a regular cash flow, that holding four months of annual expenditure was appropriate. (4 months being £82,503). The Board shall continue to review the reserves policy each quarter.

The Board note that free reserves are £77,027 at the year end, and that there is a balance of restricted funds of £4,362. It was with this knowledge that the board committed to spend circa £40,000 on a partial refurbishment of 'The Haven', prior to our occupation in the Autumn of 2022.

Grants from Trusts and Foundations

During the year we submitted few grant applications since our focus was on the pandemic and the considerable effort to maintain the service with constant staff absences due to the pandemic.

However, we are very appreciative of those Foundations and Trusts who responded positively, by awarding us grants or making gifts to us. None has expressed that we are to record their grant or gift in the trustees annual report.

However, we appreciated the support of The John James Foundation for their annual grants to help us to treat our Members at Christmas and other times, which they have done for many years. We are pleased to have this association with them. Further Grants were given by Gordano Valley Church, the Screwfix foundation, and others. Such financial help not only supports the members we directly provide care for, but also the many families, carers, and

care providers.

Future income

It is expected that our income in 2022/3 will be considerably less than that of Pre Covid times or in 2021, unless we are have the time to complete, and are successful, with any major grant applications.

Notable aspects affecting income and increasing costs include:

- The ongoing loss in funding due to the limitations of how many members we can support at the Centre, and transport on our minibuses, due to remaining social distancing requirements and staffing levels
- The considerable fluctuations of member attendances
- Increasing staff salaries due to the Living Wage increases.
- The limited time the Chief Executive has for seeking grants.
- The loss of rental income, received in the last 12 years since we moved our service from the current building to 'The Haven'.
- The ever-increasing cost of running a small fleet of wheelchair adapted vehicles and, due to their age, increased maintenance costs and periodic safety inspections.

5. Plans for the Future

With an ageing client-base we continue to explore options and opportunities, whilst we continue to operate a four-day week which has allowed us to hold staff training and development on certain Fridays.

The lease to Silva Care of the building, referred to as 'Block B,' ended on 31 August 2022. This is so our current operation (in Block A) can move to the smaller building to save costs and so we can mothball Block A due to escalating issues regarding maintenance, pending a development opportunity.

There is genuine concern that the building occupied by the Trust since 2004/5 is not fit for purpose going forward and its lifespan is limited due to the building design, specifically the flat roof and poor drainage systems under the building and the historical lack of plumbing maintenance leading to major faults (professional opinion and surveys confirm this). Further to this, extensive work is envisaged in laying new tarmac to the driveway from one of our entrances. All works would involve considerable disruption so is an unviable proposition.

The Trustees continue to work with a housing developer who in turn is in discussions with others, to explore options and designs for developing the part of the site that is to be demolished, i.e., that currently on which Block A stands. The intention is that we sell fifty percent of the land to a developer for a sympathetic housing scheme for young adults with complex additional needs.

The proceeds of the sale will enable us to carry out further refurbishment to 'The Haven' in the coming years, to make it sustainable and fit for purpose for the next twenty or more years.

We continue to work with professional advisors to support us on this matter, including on the site valuation, heads of terms and the sale process.

As at the time of reporting the Trustees have considered:

- the ongoing post year end impact of the COVID-19 virus, which due to our operation and our clients, continues to impact us.
- The recent and pending staff departures and changes
- the envisaged 2022/23 year-end deficit since as expenditure is expected to exceed income (as evidenced from budgets prepared by the Chief Executive) by approximately 30%.

The Trustees do not consider, at the time of signing the report, that there will be a significant impact on the going concern of the Trust as the reserves can be part utilised to ensure the ongoing operation.

Delivery of the Charity's future Strategy

(Message from the Chair of the Board of directors)

The charity has been following its long-term strategy determined several years ago. It was planned to move the existing Day Centre out of the current location (Block A) into the adjacent Block B (being renamed 'The Haven'). The move from the redundant Block A into the retained and re-furnished building 'The Haven' has very recently occurred.

The Board is to sell the surplus plot of land no longer required which would provide the funds for the continuation of the charity, enabling it to meet its charitable aims.

The objective remains to continue running a smaller Day Centre for disabled adults in line with our charitable objectives on a reduced basis more in line with the limited income available from the funding local authorities.

The strategy has enabled 'Haven' to successfully find a development organisation prepared to purchase the land and further develop the site in line with the charity's objectives. A memorandum of understanding has been developed and will be used as the basis for a final contract, currently being drawn up.

Recent external changes impacting the financial viability of the existing operation, has reinforced the strategic decision to reduce the size of the Day Centre operation and internal

staff changes has necessitated the bringing forward of the next phase of the charity's development and operation.

The redevelopment of the land will necessitate the temporary closure of the operation unless alternative temporary accommodation can be found. This option is becoming increasingly unlikely.

Following further and more substantial refurbishment of the site the charity's operation will return to 'The Haven,' planned for 2024, and continue a modified service in line with the needs of the target population at that time and the reduced income likely from Local Authority and other funders.

Public Benefit

The Trustees confirm that they have referred to the Charity Commission guidance on Public Benefit (S4) Charities Act 2011 and, considering the services offered, and believe that they comply through the Charities aims and objectives and in planning future activities in the provision of specialised service offerings and care for the benefit of our Members (service users). There will be an increasing need to seek grants so we can provide both our current and additional activities, discount the cost of Trips and Outings, and to provide meals from time to time etc.

Achievements and Performance

Haven Community is committed to making sure that those who use our services are shown compassionate care and support whilst undertaking their chosen activities. We provide a variety of stimulating activities to encourage anyone to have a go and gain satisfaction from their achievement.

Our employees and volunteers play a crucial role in directly delivering support to our members. We provide trained and equipped personnel each day, both at the Centre and when transporting members to and from their residence.

For a few we are their only regular contact with anyone outside of their residence and therefore we often take a lead role in supporting them beyond their attendance at the Centre.

Quality assurance feedback questionnaires have not been sent due to other time pressures because of COVID-19. However, as required by the local authority, we are required to submit quality and performance data to them every six months.

We have recently concluded care plan reviews for all who wished a review, being the first time since the start of the pandemic. This was a considerable effort.

Statement of trustees' responsibilities

The Trustees are responsible for preparing the Trustees' Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & 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.
- 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 also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees on..... 2022

Signed by order of the Trustees.....

Independent examiner's report to the trustees of Haven Community ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the 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 ('the 2006 Act').

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

Independent examiner's statement

I have completed my examination. I 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 in order to enable a proper understanding of the accounts to be reached.

Joshua Kingston BSc ACA
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Date:

HAVEN COMMUNITY
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2022

		Unrestricted Funds	Restricted Funds	Total Funds 12 months to 31 March 2022	Total Funds 15 months to 31 March 2021
	Note	£	£	£	£
Income from:					
Donations and legacies	2	13,349	17,000	30,349	47,232
Charitable activities	3	183,711	-	183,711	286,755
Investments	4	13,945	-	13,945	20,757
Total income		<u>211,005</u>	<u>17,000</u>	<u>228,005</u>	<u>354,744</u>
Expenditure on:					
Charitable activities	5	198,010	49,500	247,510	331,885
Total expenditure		<u>198,010</u>	<u>49,500</u>	<u>247,510</u>	<u>331,885</u>
Net income/(expenditure)	6	12,995	(32,500)	(19,505)	22,859
Transfers between funds	13	(95,000)	(5,000)	-	-
Net movement in funds		<u>(82,005)</u>	<u>(37,500)</u>	<u>(19,505)</u>	<u>22,859</u>
Total funds at 1 April		595,372	41,862	637,234	614,375
Total funds at 31 March	13	<u>513,367</u>	<u>4,362</u>	<u>617,729</u>	<u>637,234</u>

The charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing.

Please see note 8 for fund comparative figures

The notes on pages 21 to 29 form part of these financial statements

HAVEN COMMUNITY

BALANCE SHEET

AS AT 31 MARCH 2022

Company number 12294026

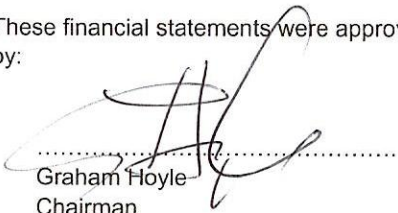
	Note	31 March 2022 £	31 March 2021 £
Fixed assets			
Tangible assets	9	436,340	444,596
Current assets			
Investments	10	84,151	73,721
Debtors	11	14,934	8,058
Cash at bank and in hand		86,346	120,159
		<u>185,431</u>	<u>201,938</u>
Creditors : Amounts falling due within one year	12	<u>(4,042)</u>	<u>(9,300)</u>
Net Current Assets		181,389	192,638
Net assets		<u><u>617,729</u></u>	<u><u>637,234</u></u>
Funds			
General fund	14	613,367	595,372
Restricted funds	14	4,362	41,862
		<u><u>617,729</u></u>	<u><u>637,234</u></u>

For the year ended 31 March 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees responsibilities:

- The members have not required the charity to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the Trustees on 14/11/22 and are signed on their behalf by:


Graham Hoyle
Chairman

The notes on pages 21 to 29 form part of these financial statements

HAVEN COMMUNITY

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

1 Accounting policies

- a) The financial statements have been prepared in accordance with the historical cost convention (except for investments which have been included at fair value and 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) issued in October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 or Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2019.

The charity qualifies as a public benefit entity under FRS 102.

The financial statements are prepared on the going concern basis.

The trustees consider that there are no material uncertainties related to events or conditions that cast significant doubt on the Charity's ability to continue as a going concern.

- b) Income from donations is included in income when these are receivable, except as follows:

- I. When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods;
- II. When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-conditions have been met.

- c) Income received from investments is recognised when receivable and the amount can be measured reliably by the charity.

- d) Legacies are recognised when it is probable that the charity will receive the legacy, that is when probate has been granted and the amount can be quantified with reasonable accuracy.

- e) Expenditure is recognised in the period in which they are incurred. Expenditure includes attributable VAT which cannot be recovered. All support costs have been presented within charitable activities.

- f) Governance costs include the costs of governance arrangements which relate to the general running of the charity. These costs are associated with constitutional and statutory requirements and include any costs associated with the strategic management of the charity's activities. They have been included within expenditure on charitable activities.

- g) Fixed assets are stated at cost and new items costing more than £500 are capitalised.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful life of that asset as follows:

Workshop Equipment - 15% per annum reducing balance
Office Equipment - 20% per annum reducing balance
Motor Vehicles - 25% per annum reducing balance
Solar Panels - 10% per annum straight line
Property - No depreciation charged (see below)

No depreciation is charged in the year of acquisition and a full year's depreciation is charged in the year of disposal.

No provision for depreciation is being made for freehold property as it is the view of the Trustees that the estimated value of the property is not materially different from the market value. A regular review of market conditions is carried out to ensure there are no indications of impairment.

The charity's property is a mixed use property, with part of it being used for the charity's operational use and part of it rented as an investment to generate a financial return. The fair value of the investment property component cannot be measured reliably. Therefore, in line with the Charities SORP, the entire property has been accounted for within tangible fixed assets and carried at cost less any accumulated depreciation.

HAVEN COMMUNITY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

1 Accounting policies (continued)

- h) Investments are stated at market value at the Balance Sheet date. The Statement of Financial Activity includes the net gains and losses arising on revaluations and disposals throughout the year.
- i) General funds can be used in accordance with the charitable objects at the discretion of the Trustees.
- j) 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.
- k) The shop and the various events run by Haven Community provide an outlet for members to contribute both in terms of manufactured goods and active involvement. These tasks are therefore considered to be within the scope of the objects of the charity and not primarily the generation of funds.

2 Income from donations and legacies

	Unrestricted Funds	Restricted Funds	Total Funds 12 months to 31 March 2022
	£	£	£
Donations	5,415	-	5,415
Grants	7,934	17,000	24,934
	<u>13,349</u>	<u>17,000</u>	<u>30,349</u>

Prior period comparatives

	Unrestricted Funds	Restricted Funds	Total Funds 15 months to 31 March 2021
	£	£	£
Donations	3,023	-	3,023
Grants	4,500	39,709	44,209
	<u>7,523</u>	<u>39,709</u>	<u>47,232</u>

3 Income from charitable activities

	Unrestricted Funds	Restricted Funds	Total Funds 12 months to 31 March 2022	Total Funds 15 months to 31 March 2021
	£	£	£	£
Social Services Day Care	166,127	-	166,127	260,903
Individual Day Care	11,922	-	11,922	19,192
Contribution to transport	1,093	-	1,093	1,167
Solar panel feed in tariff	4,569	-	4,569	5,483
Miscellaneous sales	-	-	-	10
	<u>183,711</u>	<u>-</u>	<u>183,711</u>	<u>286,755</u>

The prior period comparatives are represented by unrestricted funds.

HAVEN COMMUNITY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

4 Income from investments

	Unrestricted Funds	Restricted Funds	Total Funds 12 months to 31 March 2022	Total Funds 15 months to 31 March 2021
	£	£	£	£
Rent & solar power	13,500	-	13,500	20,700
Interest on bank account	15	-	15	57
Interest on investments	430	-	430	-
	<u>13,945</u>	<u>-</u>	<u>13,945</u>	<u>20,757</u>

The prior period comparatives are represented by unrestricted funds.

5 Expenditure on charitable activities

	Unrestricted Funds	Restricted Funds	Total Funds 12 months to 31 March 2022	Total Funds 15 months to 31 March 2021
	£	£	£	£
Grant applications	1,215	-	1,215	-
Salaries	130,590	38,279	168,869	230,343
Other staff costs	298	1,221	1,519	1,668
Craft materials	307	-	307	426
Workshop equipment depreciation	1,523	-	1,523	2,337
Heating and lighting	9,418	-	9,418	16,056
Insurance	2,975	-	2,975	3,420
Repairs and renewals	4,572	-	4,572	13,114
Maintenance and services	10,048	4,000	14,048	12,957
Catering	71	-	71	379
Transport	8,839	6,000	14,839	15,321
Motor Vehicle depreciation	5,272	-	5,272	9,588
Office expenses	11,119	-	11,119	10,901
Telephone	1,214	-	1,214	1,427
Sundry expenses	-	-	-	28
Office equipment depreciation	1,231	-	1,231	2,054
Bank charges	96	-	96	84
Legal and professional fees	6,352	-	6,352	9,759
Solar Panels depreciation	230	-	230	329
Independent examiner's fee	2,640	-	2,640	1,694
	<u>198,010</u>	<u>49,500</u>	<u>247,510</u>	<u>331,885</u>

HAVEN COMMUNITY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

5 Expenditure on charitable activities (continued)

Prior period comparatives	Unrestricted Funds	Restricted Funds	Total Funds 15 months to 31 March 2021
	£	£	£
Salaries	230,343	-	230,343
Other staff costs	1,668	-	1,668
Craft materials	426	-	426
Workshop equipment depreciation	2,337	-	2,337
Heating and lighting	16,056	-	16,056
Insurance	3,420	-	3,420
Repairs and renewals	13,114	-	13,114
Maintenance and services	11,787	1,170	12,957
Catering	110	269	379
Transport	15,321	-	15,321
Motor Vehicle depreciation	9,588	-	9,588
Office expenses	10,901	-	10,901
Telephone	1,427	-	1,427
Sundry expenses	28	-	28
Office equipment depreciation	2,054	-	2,054
Bank charges	84	-	84
Legal and professional fees	9,759	-	9,759
Solar Panels depreciation	329	-	329
Independent examiner's fee	1,694	-	1,694
	<u>330,446</u>	<u>1,439</u>	<u>331,885</u>

6 Net income/(expenditure) for the year

This is stated after charging/(crediting):

	Total Funds 12 months to 31 March 2022	Total Funds 15 months to 31 March 2021
	£	£
Depreciation	8,256	8,256
Independent examiner's fee:		
for independent examination	1,110	940
for preparation of statutory accounts	<u>1,770</u>	<u>680</u>

HAVEN COMMUNITY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

7 Staff costs and numbers

	Total Funds 12 months to 31 March 2022 £	Total Funds 15 months to 31 March 2021 £
Wages and salaries	158,975	210,852
Employers National Insurance	6,887	5,293
Pension contributions	3,007	8,504
Redundancy payments	-	5,694
	<u>168,869</u>	<u>230,343</u>

No employee was paid more than £60,000.

During the year the average headcount of staff was 11 (2021: 10).

The senior management team comprises of the Trustees and the workshop manager. Total remuneration received by the senior management team was £43,480 (2021: £45,689).

The Trustees did not receive any remuneration, reimbursement of expenses or waive any reimbursement of expenses during the year.

8 Statement of Financial Activities comparative figures

	Unrestricted Funds £	Restricted Funds £	Total Funds 15 months to 31 March 2021 £
Income from:			
Donations and legacies	7,523	39,709	47,232
Charitable activities	286,755	-	286,755
Investments	20,757	-	20,757
Total income	<u>315,035</u>	<u>39,709</u>	<u>354,744</u>
Expenditure on:			
Charitable activities	330,446	1,439	331,885
Total expenditure	<u>330,446</u>	<u>1,439</u>	<u>331,885</u>
Net income/(expenditure) and net movement in funds	(15,411)	38,270	22,859
Total funds at 1 January 2020	610,783	3,592	614,375
Total funds at 31 March 2021	<u>595,372</u>	<u>41,862</u>	<u>637,234</u>

HAVEN COMMUNITY

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

9 Tangible fixed assets

	Workshop Equipment £	Office Equipment £	Motor Vehicles £	Solar Panels £	Property £	Total £
Cost						
At 1 April 2021	35,505	10,772	33,443	26,250	508,104	614,074
Additions	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
At 31 March 2022	<u>35,505</u>	<u>10,772</u>	<u>33,443</u>	<u>26,250</u>	<u>508,104</u>	<u>614,074</u>
Depreciation						
At 1 April 2021	25,366	4,617	12,357	23,954	103,184	169,478
Charge for the year	1,523	1,231	5,272	230	-	8,256
At 31 March 2022	<u>26,889</u>	<u>5,848</u>	<u>17,629</u>	<u>24,184</u>	<u>103,184</u>	<u>177,734</u>
Net book value						
At 31 March 2022	<u>8,616</u>	<u>4,924</u>	<u>15,814</u>	<u>2,066</u>	<u>404,920</u>	<u>436,340</u>
At 31 March 2021	<u>10,139</u>	<u>6,155</u>	<u>21,086</u>	<u>2,296</u>	<u>404,920</u>	<u>444,596</u>

10 Investments

	31 March 2022 £	31 March 2021 £
Cash investments	<u>84,151</u>	<u>73,721</u>

11 Debtors

	31 March 2022 £	31 March 2021 £
Outstanding Day Care invoices	1,440	3,650
Prepayments and accrued income	13,494	4,408
	<u>14,934</u>	<u>8,058</u>

12 Creditors: amounts falling due within one year

	31 March 2022 £	31 March 2021 £
Social security & other taxes	408	-
Accruals and deferred income	2,720	9,210
Other creditors	914	90
	<u>4,042</u>	<u>9,300</u>

HAVEN COMMUNITY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

13 Movement in funds

	At 1 April 2021 £	Income £	Expenditure £	Transfers	At 31 March 2022 £
Restricted funds					
CAF Covid relief	37,500	2,000	(39,500)	-	-
Meals	1,425	-	-	-	1,425
Trips and Outings	937	-	-	-	937
Easy access renovations	2,000	-	-	-	2,000
BCC Contain Outbreak mgmt fund	-	15,000	(10,000)	(5,000)	-
	<u>41,862</u>	<u>17,000</u>	<u>(49,500)</u>	<u>(5,000)</u>	<u>4,362</u>
Unrestricted funds					
Designated fund - site development		-	-	100,000	100,000
General funds	<u>595,372</u>	<u>211,005</u>	<u>(198,010)</u>	<u>(95,000)</u>	<u>513,367</u>
	<u>595,372</u>	<u>211,005</u>	<u>(198,010)</u>	<u>5,000</u>	<u>613,367</u>
Total funds	<u><u>637,234</u></u>	<u><u>228,005</u></u>	<u><u>(247,510)</u></u>	<u><u>-</u></u>	<u><u>617,729</u></u>

Prior period comparatives

	At 1 Jan 2020 £	Income £	Expenditure £	Transfers	At 31 March 2021 £
Restricted funds					
CAF Covid relief	-	37,500	-	-	37,500
Meals	655	1,039	(269)	-	1,425
Trips and Outings	937	-	-	-	937
PPE	-	1,170	(1,170)	-	-
Easy access renovations	2,000	-	-	-	2,000
	<u>3,592</u>	<u>39,709</u>	<u>(1,439)</u>	<u>-</u>	<u>41,862</u>
Unrestricted funds					
General funds	<u>610,783</u>	<u>315,035</u>	<u>(330,446)</u>	<u>-</u>	<u>595,372</u>
Total funds	<u><u>614,375</u></u>	<u><u>354,744</u></u>	<u><u>(331,885)</u></u>	<u><u>-</u></u>	<u><u>637,234</u></u>

Restricted funds

CAF Covid relief - grant funding received for additional expenses related to working under covid restrictions

Meals - funds received to provide meals for members

Trips and Outings - funds received to pay towards outings for members

Easy access renovations - funding received towards work needed to improve access to the charity's buildings

BCC Contain Outbreak mgmt fund - funds received to help with additional expenditure required by covid regulations

PPE - funding received to purchase equipment needed for working under covid regulations

Designated fund

During the year, the trustees set aside £100,000 towards the expenses they expect to incur in making improvements to the charity's buildings.

HAVEN COMMUNITY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

14 Analysis of net assets between funds

	Tangible fixed assets £	Other net assets £	31 March 2022 £
General funds	436,340	77,027	513,367
Designated funds	-	100,000	100,000
Restricted funds	-	4,362	4,362
	<u>436,340</u>	<u>181,389</u>	<u>617,729</u>

Prior period comparative

	Tangible fixed assets £	Other net assets £	31 March 2021 £
General funds	444,596	77,055	521,651
Restricted funds	-	41,862	41,862
	<u>444,596</u>	<u>118,917</u>	<u>563,513</u>

15 Related Parties

Other than those disclosed elsewhere in the accounts, there are no further related party transactions during either the current, or preceding period.

16 Donation of assets and liabilities

On 31 May 2021 the Trustees moved the trade and assets of DCF Premier Workshops registered with the Charity Commission (registration number 1059468) to Haven Community. Haven Community has the same objectives and the same trustee body as DCF Premier Workshop and operations continue unchanged as a result of this restructure. Please see the Trustee's Report for more information.

The carrying values of the assets and funds transferred were:

	£
Net Assets:	
Fixed Assets	443,220
Investments	74,091
Debtors	7,020
Cash at bank and in hand	98,782
Creditors (<1 year)	(1,775)
	<u>621,338</u>
Funds:	
Unrestricted funds	585,663
Restricted funds	35,675
	<u>621,338</u>

HAVEN COMMUNITY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

17 Analysis of principal SoFA components for the current accounting period

	DCF Premier Workshops	Haven Community	
	2 months to 31 May 2021	10 months to 31 March 2022	Total Funds 2022
	£	£	£
Total income	20,549	207,456	228,005
Total expenditure	36,445	211,065	247,510
Net income/(expenditure) and net movement in funds	(15,896)	(3,609)	(19,505)
Total funds brought forward	637,234	621,338	637,234
Total funds carried forward	<u>621,338</u>	<u>617,729</u>	<u>617,729</u>

The 2021 comparative amounts all relate to DCF Premier Workshop, and have been disclosed in note 8.

