



Autism Dogs  
Charity®

# Trustees' Report and Financial Statements

31 December 2023

Registered Charity number 1199343

## **Trustees' Report and Financial Statements**

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## Legal and Administrative Information

### Trustees

#### Nominated Trustees – 7

Rachel Morris	Elected 17 June 2022
Kathryn Hamblett	Elected 17 June 2022
David Bailey	Elected 17 June 2022
Victoria Colclough	Elected 30 November 2022
Alison Hurlstone	Elected 5 December 2022
Tate Preston, Chairperson	Elected 31 December 2022
Robert Smith	Elected 29 June 2023

#### Principal Office

Millpool Farm  
Wards Lane  
Congleton  
Cheshire  
CW12 3LN

#### Bankers

HSBC Bank Plc  
P O Box 117  
60 Albert Road  
Middlesbrough  
TS1 1RS

#### Independent Examiner

Eileen Grigg

### Officers

Caroline Preston acted as Chief Executive Officer on behalf of the Trustees.

The Trustees' present their Report for the year ended 31 December 2023

The charity is registered with the Charity Commission, number 1199343

## **Objects, organisation and activities**

Autism Dogs Charity trains Assistance Dogs for autistic children and adults in England, Scotland and Wales.

We are an Advanced Service accredited by the National Autistic Society.

Many of our team are autistic, including our CEO, which provides us with a unique insight when helping other autistic people.

Our Charity is recognised for working with some of the most challenging cases in the UK, providing hope for some of the most vulnerable autistic people. Our work successfully helps autistic children and adults to lower debilitating anxiety, reduce self-injurious behaviours, improve poor sleeping and eating patterns and increase social skills which eventually leads to improved confidence and independence.

## **Review of progress and achievements**

### The Board of Trustees

In this first full year of the organisation moving from a Community Interest model to a Charity, our Trustee Board remained unchanged until an additional member was added later in the year, bringing the total Trustee Board to seven members.

The new Trustee brought exceptional operational skills to the Board, adding increased focus on keeping costs low and concentration on fund-raising efforts.

Detailed feedback and data from our existing and newly enrolled clients led to further investment in our Psychotherapy and SEN Behaviours department which proved a vital part of our wrap-around service to ensure the best possible outcomes for the autistic handlers.

The Charity team expanded to include greater numbers dedicated to Animal Welfare and additions to the Training team, which we hoped would enable us to deliver more teams successfully than any other year to date.

The Charity team values remain unchanged:-

**Approachable:** We create an environment and attitude that allows both our clients and our team to feel at ease, enabling us to create the best experience possible based on their needs.

**Dedicated:** We strive to provide the best care to our clients and dogs so we can change as many lives as possible.

**Respect:** We value all of our clients and team members, ensuring everyone is treated with dignity and compassion.

**Hardworking:** We work hard through responsible actions, always striving to be the best we can be.

**Loyalty:** We are proud to represent an organisation that does such life-changing work for autistic people and their families.

**Timeliness:** We work hard to show up on time and provide timely support to our beneficiaries, team members, and dogs.

**Caring:** All of our work revolves around us providing the utmost care and attention to our clients, team members, and dogs.

**Considerate:** We are adaptable, understanding others' needs and adjusting our way of working to accommodate them.

**Professional:** We work together to provide an outstanding experience, building upon our deep-rooted ethics and our desire to be as skilled as we can possibly be.

**Inclusion:** We respect and value everyone's differences, creating an environment that both promotes respect and highlights the advantages diversity brings.

### Statistics

Overview of Programme statistics over the year we received:

- 18354 enquires
- 464 applications
- 38 programme places/enrolments
- 36 dogs assessed
- 26 Qualified
- 2 families were removed from the programme prior to delivery
- 2 dogs were collected from the family after delivery
- 3 dogs retired
- Volunteer hours 530

From the previous working team's estate:

Total number of teams working at the end of the year: 85

### Volunteering and Work Experience

We continued to advocate and immerse ourselves in the autistic community by offering volunteer and work experience to the autistic community. These volunteering opportunities also provided us with the opportunity to educate the volunteers about the work that we do and the help that our Assistance Dogs provide for our beneficiaries.

We delivered a volunteer workshop where 36 young people attended and were awarded a certificate of contribution, and provided 4 work placements across the year. All of the young people who volunteered for the organisation were autistic.

### Finances

The costs of each Programme varied from £20-25,000 to the end of the first year of delivery.

Total income for the year was £521,351 with costs of £410,890.

### **CEO report**

During this first full year as a Charity the team expanded and the quality of the beneficiary's experience and the number of delivered teams grew.

Additions to many areas ensured our existing teams were well supported and that new enrolments teams in training received a wealth of holistic support for the beneficiary and immediate family.

Increased resources were allocated into the Psychotherapy Department that helped to enhance our understanding. Increased hours and skills in this vital area also increased our ability to bespoke the beneficiary's care to a new level.

Our Charity continued to work with the NAS which is of great importance and reassurance to our clients. We also remained part of the ADUK community that provides an overall contribution of support to the UK's Assistance Dog sector.

A new focus was also given to fund raising. We successfully continued to provide our services at a reduced rate by fund raising over 20% of the costs. By investing in a Fund Raising Manager we began the process of building a team that could generate additional donations to reduce the cost to each beneficiary even further.

## **Reserves policy**

After providing sufficient funds to cover all management and administration the Trustees regard any remaining incoming resources as free reserves of the charity and available for the general purposes of training dogs in accordance with the stated objects of the charity.

## **Statement of Trustees' responsibilities**

Under the Scheme of the Charity and trust law, the Trustees are required to prepare financial statements for each year which give a true and fair view of the state of affairs of the Charity and of its income and expenditure. In preparing those financial statements, the Trustees are required to:

- select suitable policies and then apply them consistently;
- make judgement and estimates that are reasonable and prudent;
- state whether applicable accounts standards have been followed, subject to any material departures, disclose and explained in the financial statements.
- Prepare the financial statements on an ongoing concern basis unless it is inappropriate to presume that the Charity will continue.

The Trustees are required to act in accordance with the Scheme of the Charity and within the framework of trust law. They have general responsibility for taking such steps as are reasonably open to safeguard the assets of the fund and to prevent and detect fraud and other regularities.

The attached financial statements show the current state of the finances.

On behalf of the Trustees



Tate Preston  
Chairperson

Date 10<sup>th</sup> October 2024

## **Independent Examiner's Report to the Trustees of The Congleton Town Trust**

I report on the accounts for the year ended 31 December 2023 set out on pages 9 to 10

### **Respective responsibilities of Trustees and Examiner**

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an Independent Examination is required.

It is my responsibility to:

\*Examine the accounts under Section 145 of the 2011 Act

\*To follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the Act; and

\*To state whether particular matters have come to my attention

### **Basis of Independent Examiner's Report**

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

### **Independent Examiner's Statement**

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

(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Eileen Grigg ACMA CTA  
EPG Accountants Ltd  
Congleton  
Cheshire  
CW12 3JY

9<sup>th</sup> September 2024



## Statement of Financial Activities

For the year ended 31 December 2023

	Note	Unrestricted Fund £	Restricted Fund £	Total 2023 £	2022 £
Income and expenditure					
Incoming resources					
Dog Training		499,349	-	499,349	249,853
Donations		3,340	-	3,340	38,850
Grants		13,651	-	13,651	25,820
Sundry income		5,011	-	5,011	2,540
Total incoming resources		521,351	-	521,351	317,063
Resources expended					
Direct charitable expenditure					
Animal Training Salaries		78,928	-	78,928	38,297
Animal Welfare Salaries		70,292	-	70,292	21,193
Vets Fees		17,137	-	17,137	8,051
Other direct costs		56,700	-	56,700	27,661
Administrative Costs					
Management Salaries		81,425	-	81,425	37,478
Pension Costs		3,580	-	3,580	1,585
Rent		24,357	-	24,357	11,200
Rates		2,476	-	2,476	2,589
Light, power, heating		14,514	-	14,514	4,108
Motor vehicle expenses		7,027	-	7,027	2,796
Travel		7,693	-	7,693	2,538
Accountancy		3,750	-	3,750	1,850
Repairs and Maintenance		11,264	-	11,264	1,260
Bank charges and Interest		5,074	-	5,074	1,749
Other costs		26,673	-	26,673	4,271
Total resources expended		410,890	-	410,890	166,626
Net(outgoing)/incoming for the year		110,461	-	110,461	150,437
Recognised gains (losses) on investments					
Unrealised		-	-	-	-
Realised		-	-	-	-
Net movements in funds		110,461	-	110,461	150,347
Fund balances brought forward		153,404	-	153,404	2,967
Fund balances carried forward		263,865	-	263,865	153,404

**Balance Sheet**  
**At 31 December 2023**

	Note	2023	2022
Fixed assets			
Motor vehicles	3	6,006	8,008
Computer equipment		343	190
Plant and machinery		-	-
		<u>6,349</u>	<u>8,197</u>
Current assets			
Cash at bank		28,329	70,733
Debtors	5	290,593	150,403
		318,922	221,136
Current liabilities:			
Creditors: amount falling due within one year	6	3,809	3,794
		<u></u>	<u></u>
Net current assets		315,113	225,540
Creditors: amount falling due after one year		57,597	72,135
		<u></u>	<u></u>
Net assets		<u>263,865</u>	<u>153,404</u>
Represented by:			
Funds			
Unrestricted income fund		263,865	153,404
Restricted capital fund		-	-
		<u>263,865</u>	<u>153,404</u>

Approved by the Board of Trustees on 10th October 2024 and signed on its behalf by:



**Tate Preston**  
**Chairperson**

## Notes to the Financial Statements

### 1. Reporting Standards

The Financial Statements have been prepared in accordance with Accounting & Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014, the Financial Reporting for Smaller Entities (effective January 2015). Assets & Liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

### 2. Basis of preparation

The accounts have been prepared on an accruals basis.

### 3. Tangible fixed assets and depreciation

Tangible assets are included at cost less depreciation and impairment. Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives:

Plant & machinery	25% on cost
Motor vehicles	25% on WDV
Computer equipment	25% on cost

	Plant & machinery	Motor vehicles	Computer equipment	Total
	£	£	£	£
Cost or valuation	At cost	At cost	At cost	
At 1 January 2023	600	12,240	379	13,219
Additions	-	-	249	249
Disposals	-	-	-	-
At 31 December 2023	600	12,240	628	13,468
Depreciation				
At 1 January 2023	600	4,232	190	5,022
Charge for the year	-	2,002	95	2,097
At 31 December 2023	600	6,234	285	7,119
Net book value				
At 1 January 2023	-	8,008	189	8,197
At 31 December 2023	-	6,006	343	6,349

#### 4. Trustees' remuneration and expenses

No remuneration directly or indirectly out of the funds of the charity was paid or payable for the year to any Trustee or to any person or persons known to be connected with any of them.

No reimbursement of expenses has been made or is due to be made to any of the Trustees in respect of the year.

#### 5. Debtors

	2023	2022
Amounts falling due within one year		
Clients payments towards dog training	290,594	150,403
Other debtors	-	-
	<u>290,594</u>	<u>150,403</u>

#### 6. Creditors: amounts falling due within one year

	2023	2022
Taxes and social security	2,702	3,258
Pension Contributions	685	535
Accruals	422	-
	<u>3,809</u>	<u>3,794</u>

#### 7. Creditors: amounts falling due after more than one year

	2023	2022
Bank loans	<u>57,597</u>	<u>72,135</u>

#### 8. Average number of employees

During the year, the average number of employees was 23.