

Charity registration number: 250919

Rest Haven

Annual Report and Financial Statements

for the Year Ended 31 May 2021

Rest Haven

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Rest Haven

Reference and Administrative Details

Chairman	J Eggleston
Trustees	J Eggleston J Chapple N Hearn L Hewitt D O'Loughlin J A L Russell
Senior Management Team	D Uphill, Manager
Principal Office	15 Gussiford Lane Exmouth Devon EX8 2SD
Charity Registration Number	250919
Solicitors	Every's Magnolia House Church Street Exmouth Devon EX8 1HW
Bankers	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
Auditor	Thompson Jenner LLP Statutory Auditors 28 Alexandra Terrace Exmouth Devon EX8 1BD

Rest Haven

Trustees' Report

Structure Governance and Management

Governing Document

Rest Haven was founded by a Trust Deed executed on 9 April 1969 under which it operates. The Trustees have made application to the Charity Commissioners to register a CIO and transfer all assets and liabilities into that Organisation which will also be named Rest Haven at the end of the financial year in May 2022. The CIO has been entered into the Register of Charities on the 26th June 2020.

Appointment of Trustees

The Trustees are appointed by the Board of Trustees and must be approved by resolution. The Trust Deed provides for not less than five and no more than eight Trustees.

Structure and Management

The Trustees meet at least every two months, but individually visit the Care Home on a regular basis.

The Trustees determine the policy and future direction of the Home and appoints its Manager. The implementation of that policy and the management of the home are the responsibility of the manager and her staff.

All Trustees give their time and skills voluntarily and none seek any reimbursement of expenses.

Risk Assessment

The Trustees have continued to assess the major risks to which the Charity is exposed and to implement risk management strategies. These include internal and external risks that, if occurring, would be likely to affect finance and resources, staffing and other aspects of the work of the charity. The trustees are satisfied that procedures and systems are in place to monitor and control these risks, to mitigate any impact that they may have on the charity in its future operations.

Objectives and Activities

Rest Haven is an inter-denominational Christian foundation and a non-profit making registered Charity. The object of the Charity is to relieve in cases of need persons who are sick, convalescent, aged or infirm by providing and maintaining a Christian Home. Rest Haven is registered with the Care Quality Commission to accommodate 34 people.

We have referred to the guidance contained in the Charity Commissioner's General Guidance on Public Benefit when reviewing our aims and objectives and in planning our future activities.

Public Benefit

When planning our activities for the year the trustees have considered the Commission's guidance on public benefit and in particular, the specific guidance to charities for the protection of the vulnerable. To this end we are working hard to ensure that every infirm or aged individual has the opportunity to be cared for to a high standard in a safe welcoming environment whatever their background or belief.

In planning our projects and activities the trustees have complied with their duty in section 4 of the 2011 Charities Act to have due regard to guidance published by the Charity Commission.

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Trustees' Report

Reserves Policy

Unrestricted reserves totalled £59,158 (excluding tangible fixed assets) at 31st May 2021 and this amount has been limited by the costs involved with reducing the impact of Coronavirus within the Home.

It is our intention, over time, to increase the unrestricted reserves to cover between 2 and 3 months employment, management and administration costs.

Achievements and Performance

For a second year the assessment of Achievements and Performance must start with examining the response to the Coronavirus pandemic and how well the staff have continued to perform through unbelievable pressures.

Throughout the year the wearing of masks and PPE has become the norm, often with no visitors through lockdown, and access controlled by the management including staff temperature checks, daily briefings, and enhanced sanitation. New systems of work implemented the previous year have continued, with the added introduction of a comprehensive COVID vaccination for all residents and staff. A requirement to have COVID vaccination or medical exemption has been included into new contracts.

Stress levels were high throughout the year due to staff shortages and difficulties in recruiting, coupled with unreliable agency provision. Regular staff and resident testing uncovered COVID in the home on two occasions, but robust remedial procedures contained the outbreaks and there were no cases of serious ill health.

Finances were again stretched with the ongoing need for large quantities of PPE and cleaning products and extra staffing costs. It is again to the immense credit of all staff that there has not been any serious illness or worse due to COVID at Rest Haven, and there has not been any reduction to the residents' normal high level of care although they have experienced a necessary reduction in activities at times through the year.

Both the Manager and Administration Officer have retired and, whilst it was possible to recruit an Administration Officer in-house, it was felt inappropriate to advertise for a new Manager during lockdown. The Trustees took the unusual step of promoting the Deputy Manager temporarily until the end of 2021, with a view to then either promote permanently or advertise nationally. A realization of the ongoing volume of maintenance to upkeep the ageing infrastructure led to the creation of a post of Maintenance Manager, and a maintenance department, to remove the routine maintenance responsibility from Rest Haven's Manager.

The pandemic has reduced development activity often to little beyond ongoing redecoration and maintenance throughout the building with the gardening services continuing to maintain the grounds to an excellent level. However, a successful funding campaign raised £10,000 to renovate a bathroom to include a high-Lo bath to assist carers in bathing residents without the need to utilise a hoist. In these strange times that we live in it seems an achievement to have got through the year with a full home and all residents and staff in reasonably good health.

Financial Review

Total incoming resources for the year were £1,188,861 (2020 - £998,876) .

The investments which make up the Extraordinary Repair Fund stood at £14,301 (2020 - £11,450). Investments are held with CCLA Investment Management Ltd.

The financial statements show net incoming resources of £91,627 for the year, resulting in an increase in fund balances carried forward. The total costs of running the Home continued to escalate at a rate higher than inflation, primarily due to increased expenditure particularly in the areas of staff, housekeeping, energy provision and repairs and maintenance.

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Trustees' Report

The Charity's freehold property was re-valued in 2018 on an open market basis by Messrs Meadows, Chartered Surveyors in Exmouth and reappraised by the Trustees due to the downturn generally in the property market.

Fixed Assets and their usage are shown in Note 13. of the financial statements.

Plans for the Future

In the Hobbit, J.R.R. Tolkien stated, "It does not do to leave a live dragon out of your calculation, if you live near one". The live dragon at the moment being Coronavirus with the unprecedented effect it has had on every aspect of Rest Haven. So, whilst the trustees may have ambitions for the future our ability to achieve them rest to a great extent on this sleeping dragon.

That being said, the newly formed Maintenance department will strive to continue improving the facilities and modernising the old buildings, whilst staff at the same time will maintain the highest standards of care. Rest Haven's manager will ensure that accommodation charges reflect the service we deliver.

The visiting pod will remain in situ to allow face to face visits in a safe manner for those wishing to use it. Visits by one specified family member in the room of the resident will be introduced where restrictions permit.

Plans remain to conduct a thorough review of the wage structure and room prices, including where possible comparing against our competitors, this has carried over from last year due to the restricted access of Trustees. This review will comply with our aim of providing care for those in need whilst maintaining a viable Care home.

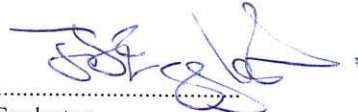
The existing website has been renewed by the outgoing Manager but consideration will be given to whether this is adequate to promote Rest Haven to the modern generation and when opportunity allows action will be taken.

Rest Haven's current use of paper Care Plans is inefficient and time consuming and agreement has been given to introducing an electronic system and allow monitoring directly from CQC. This will enable real time updates and be a more effective tool. It also enables better managerial oversight and is more efficient for the end user. After the system is introduced, comprehensive training will be given to ensure all service users are proficient.

Mobile phones will be used to replace the pagers currently used to alert staff to the silent call bell system. These mobiles will also be used to make real-time updates to the Care plans.

The overarching objective will be to seek to continue improving the facilities and modernising the old buildings, whilst at the same time maintaining the highest standards of care and keeping accommodation charges reasonable, within whatever extant Covid restrictions apply. The expectation will be to maintain at least a Good CQC rating whilst striving for an Outstanding rating.

The annual report was approved by the trustees of the charity on 15/3/22 and signed on its behalf by:


.....
J Eggleston
Chairman and Trustee

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Statement of Trustees' Responsibilities


The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 15/3/22 and signed on its behalf by:


J Eggleston
Chairman and Trustee

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Independent Auditor's Report to the Members of Rest Haven

Opinion

We have audited the financial statements of Rest Haven (the 'charity') for the year ended 31 May 2021, which comprise the Statement of Financial Activities, Balance Sheet, Cash Flow Statement, and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 May 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other matters

In the previous accounting period the trustees of the charity took advantage of audit exemption under s144 of the Charities Act 2011. Therefore, the prior period financial statements were not subject to audit.

Emphasis of matter

We draw attention to Note 23 to the financial statements which explains that the trustees intend to transfer the assets and charitable operations of the charitable trust to a newly created CIO of the same name in order to continue with its charitable objectives. Therefore the trustees do not consider it to be appropriate to adopt the going concern basis of accounting in preparing the financial statements. Accordingly the financial statements have been prepared on a basis other than going concern as described in Note 1. Our opinion is not modified in respect of this matter.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

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Independent Auditor's Report to the Members of Rest Haven

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities (set out on page 5), the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charity through discussions with directors and other management, and from our commercial knowledge and experience of the charity sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charity, including the Companies Act 2006, Charities Act 2011, taxation legislation and data protection, anti-bribery, employment, environmental and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and

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Independent Auditor's Report to the Members of Rest Haven

- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with HMRC, relevant regulators, and the charity's legal advisors.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

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

Thompson Jenner LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

Use of our report

This report is made solely to the charity trustees, as a body, in accordance with section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our work has been undertaken so that we might state to the trustees those matters we are required to state to trustees in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

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Independent Auditor's Report to the Members of Rest Haven

A handwritten signature in blue ink, appearing to read 'S. Lewis', written over a dotted line.

Mr Simon Lewis (Senior Statutory Auditor)
For and on behalf of Thompson Jenner LLP, Statutory Auditor

28 Alexandra Terrace
Exmouth
Devon
EX8 1BD

Date: 21/3/22

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Statement of Financial Activities for the Year Ended 31 May 2021

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
Income and Endowments from:				
Donations and legacies	2	103	127,216	127,319
Charitable activities	3	1,061,523	-	1,061,523
Investment income	4	19	-	19
Total income		<u>1,061,645</u>	<u>127,216</u>	<u>1,188,861</u>
Expenditure on:				
Charitable activities	5	(951,541)	(127,216)	(1,078,757)
Governance activities	6	<u>(20,328)</u>	<u>-</u>	<u>(20,328)</u>
Total expenditure		<u>(971,869)</u>	<u>(127,216)</u>	<u>(1,099,085)</u>
Gains/losses on investment assets		<u>1,851</u>	<u>-</u>	<u>1,851</u>
Net income		<u>91,627</u>	<u>-</u>	<u>91,627</u>
Net movement in funds		91,627	-	91,627
Reconciliation of funds				
Total funds brought forward		<u>940,987</u>	<u>-</u>	<u>940,987</u>
Total funds carried forward	19	<u><u>1,032,614</u></u>	<u><u>-</u></u>	<u><u>1,032,614</u></u>

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Statement of Financial Activities for the Year Ended 31 May 2021

2020 Statement of Financial Activities	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
Income and Endowments from:				
Donations and legacies	2	12,010	-	12,010
Charitable activities	3	986,817	-	986,817
Investment income	4	49	-	49
Total income		<u>998,876</u>	<u>-</u>	<u>998,876</u>
Expenditure on:				
Charitable activities	5	(962,753)	-	(962,753)
Governance activities	6	(16,920)	-	(16,920)
Total expenditure		(979,673)	-	(979,673)
Gains/losses on investment assets		726	-	726
Net income		<u>19,929</u>	<u>-</u>	<u>19,929</u>
Net movement in funds		19,929	-	19,929
Reconciliation of funds				
Total funds brought forward		921,058	-	921,058
Total funds carried forward	19	<u>940,987</u>	<u>-</u>	<u>940,987</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2020 is shown in note 19.


Rest Haven

(Registration number: 250919)
Balance Sheet as at 31 May 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	13	973,456	923,822
Investments	14	<u>14,301</u>	<u>11,450</u>
		<u>987,757</u>	<u>935,272</u>
Current assets			
Debtors	15	58,425	18,222
Cash at bank and in hand	16	<u>113,284</u>	<u>67,370</u>
		171,709	85,592
Creditors: Amounts falling due within one year	17	<u>(126,852)</u>	<u>(79,877)</u>
Net current assets		<u>44,857</u>	<u>5,715</u>
Net assets		<u>1,032,614</u>	<u>940,987</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>1,032,614</u>	<u>940,987</u>
Total funds	19	<u>1,032,614</u>	<u>940,987</u>

The financial statements on pages 10 to 26 were approved by the trustees, and authorised for issue on 15/3/22 and signed on their behalf by:


.....
J Eggleston
Chairman and Trustee


.....
J A L Russell
Trustee

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Cash Flow Statement for the Year Ended 31 May 2021

	Note	2021 £	2020 £
Cash flows from operating activities			
Net cash income		91,627	19,929
Adjustments to cash flows from non-cash items			
Depreciation		16,924	6,303
Investment income	4	(19)	(49)
Revaluation of investments		<u>(1,851)</u>	<u>(726)</u>
		106,681	25,457
Working capital adjustments			
(Increase)/decrease in debtors	15	(40,203)	2,841
Increase in creditors	17	50,475	4,837
(Decrease)/increase in deferred income		<u>(3,500)</u>	<u>3,500</u>
Net cash flows from operating activities		<u>113,453</u>	<u>36,635</u>
Cash flows from investing activities			
Interest receivable and similar income	4	19	49
Purchase of tangible fixed assets	13	(67,332)	(20,610)
Sale of tangible fixed assets		774	-
Purchase of investments	14	<u>(1,000)</u>	<u>(1,000)</u>
Net cash flows from investing activities		<u>(67,539)</u>	<u>(21,561)</u>
Net increase in cash and cash equivalents		45,914	15,074
Cash and cash equivalents at 1 June		<u>67,370</u>	<u>52,296</u>
Cash and cash equivalents at 31 May		<u><u>113,284</u></u>	<u><u>67,370</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

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Notes to the Financial Statements for the Year Ended 31 May 2021

1 Accounting policies

Statement of compliance

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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

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

The trustees intend to transfer the assets and charitable operations in the charitable trust to a newly created CIO of the same name. As such the financial statements have been prepared on a basis other than that of the going concern basis. Under this basis assets are restated to recoverable amounts however this is not deemed to have any impact on the figures included within the financial statements as the assets will be transferred to the new CIO and continued to be utilised in furthering the charitable objectives.

Going concern

As described in the basis of preparation note above, the financial statements have been prepared on a basis other than that of the going concern basis.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

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Notes to the Financial Statements for the Year Ended 31 May 2021

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

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

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £1,000.00 or more are initially recorded at cost.

Freehold land and buildings are stated at valuation.

Depreciation and amortisation

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

Asset class

Furniture and equipment

Land

Freehold buildings

Depreciation method and rate

20% reducing balance

No depreciation as held at valuation

No depreciation as held at valuation

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Notes to the Financial Statements for the Year Ended 31 May 2021

Fixed asset investments

Fixed asset investments, other than programme related investments, are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

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

Trade creditors

are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Fund structure

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

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Notes to the Financial Statements for the Year Ended 31 May 2021

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

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of the accumulation shares held in the Charities Investment Fund which are measured at fair value through the statement of financial activities.

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2021 £
Donations and legacies;			
Donations from individuals	103	-	103
Grants, including capital grants;			
Government grants	-	124,216	124,216
Grants from other charities	-	3,000	3,000
	<u>103</u>	<u>127,216</u>	<u>127,319</u>
	Unrestricted funds General £	Restricted funds £	Total 2020 £
Donations and legacies;			
Donations from individuals	12,010	-	12,010
	<u>12,010</u>	<u>-</u>	<u>12,010</u>

Rest Haven

Notes to the Financial Statements for the Year Ended 31 May 2021

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2021 £
Fees	1,061,523	-	1,061,523
	<u>1,061,523</u>	<u>-</u>	<u>1,061,523</u>
	Unrestricted funds General £	Restricted funds £	Total 2020 £
Fees	986,817	-	986,817
	<u>986,817</u>	<u>-</u>	<u>986,817</u>

4 Investment income

	Unrestricted funds General £	Restricted funds £	Total 2021 £
Interest receivable and similar income;			
Interest receivable on bank deposits	19	-	19
	<u>19</u>	<u>-</u>	<u>19</u>
	Unrestricted funds General £	Restricted funds £	Total 2020 £
Interest receivable and similar income;			
Interest receivable on bank deposits	49	-	49
	<u>49</u>	<u>-</u>	<u>49</u>

Rest Haven

Notes to the Financial Statements for the Year Ended 31 May 2021

5 Expenditure on charitable activities

	Unrestricted funds	Restricted funds	Total	Total
	General		2021	2020
	£	£	£	£
Staff costs	747,111	106,272	853,383	772,908
Housekeeping	60,935	-	60,935	61,668
Cleaning costs	-	17,944	17,944	10,324
Staff uniforms	2,468	-	2,468	801
Training	360	-	360	889
Council tax	1,975	-	1,975	1,892
Water rates	15,394	-	15,394	12,446
Energy	37,151	-	37,151	30,736
Insurance	1,439	-	1,439	5,773
Repairs and renewals	39,629	3,000	42,629	35,634
Printing, stationery and advertising	3,143	-	3,143	2,320
Telephone and postage	3,423	-	3,423	3,422
Television costs	684	-	684	490
Registration costs	1,803	-	1,803	5,023
Sundries	2,871	-	2,871	334
Bank charges	75	-	75	70
Depreciation	16,924	-	16,924	6,303
(Profit) / loss on disposal of assets	774	-	774	-
Professional fees	6,674	-	6,674	6,379
Computer and photocopier costs	8,691	-	8,691	5,193
Travel and motor expenses	17	-	17	148
	<u>951,541</u>	<u>127,216</u>	<u>1,078,757</u>	<u>962,753</u>

Expenditure on charitable activities was £1,078,757 (2020: £962,753) of which £951,541 (2020: £962,753) was unrestricted and £127,216 (2020: £nil) was restricted.

Rest Haven

Notes to the Financial Statements for the Year Ended 31 May 2021

6 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Restricted funds £	Total 2021 £	Total 2020 £
Staff costs				
Wages and salaries	13,728	-	13,728	13,320
Audit fees				
Audit of the financial statements	4,200	-	4,200	-
Other fees paid to auditors	2,400	-	2,400	-
Independent examiner fees				
Examination of the financial statements	-	-	-	1,870
Other fees paid to examiners	-	-	-	1,730
	20,328	-	20,328	16,920

7 Net incoming/outgoing resources

Net incoming resources for the year include:

	2021 £	2020 £
Audit fees	4,200	-
Other non-audit services	2,400	1,730
Loss on disposal of tangible fixed assets	774	-
Depreciation of fixed assets	16,924	6,303
Independent examination fees	-	1,870

8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Rest Haven

Notes to the Financial Statements for the Year Ended 31 May 2021

9 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
Staff costs during the year were:		
Wages and salaries	763,783	678,458
Social security costs	47,017	44,704
Pension costs	31,519	29,542
Other staff costs	24,792	33,524
	<u>867,111</u>	<u>786,228</u>
	Total 2021 £	Total 2020 £
Allocation of staff costs		
Charitable activities staff costs	853,383	772,908
Governance activities staff costs	13,728	13,320
	<u>867,111</u>	<u>786,228</u>

Staff costs for governance activities represents activity levels of 50% (2020 - 50%) of the cost of employing the Administrator. All other staff are considered to be directly or indirectly employed to care of the residents.

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

	2021 No	2020 No
Provision of care	41	41
Administration	1	1
	<u>42</u>	<u>42</u>

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

The total employee benefits of the key management personnel of the charity were £42,942 (2020 - £43,043).

10 Independent examiner's remuneration

	2021 £	2020 £
Examination of the financial statements	-	1,870
Other fees to examiners		
All other services	-	1,730

Rest Haven

Notes to the Financial Statements for the Year Ended 31 May 2021

11 Auditors' remuneration

	2021 £	2020 £
Audit of the financial statements	4,200	-
Other fees to auditors		
All other non-audit services	2,400	-

12 Taxation

The charity is a registered charity and is therefore exempt from taxation.

13 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Total £
Cost			
At 1 June 2020	899,066	110,152	1,009,218
Additions	7,467	59,865	67,332
Disposals	-	(14,078)	(14,078)
At 31 May 2021	906,533	155,939	1,062,472
Depreciation			
At 1 June 2020	-	85,396	85,396
Charge for the year	-	16,924	16,924
Eliminated on disposals	-	(13,304)	(13,304)
At 31 May 2021	-	89,016	89,016
Net book value			
At 31 May 2021	906,533	66,923	973,456
At 31 May 2020	899,066	24,756	923,822

Revaluation

The fair value of the company's Land and buildings was revalued on 31 May 2021 by the Trustees on an open market value basis at £906,533. An independent valuer was not involved.

All assets are used directly in the provision of care for the residents.

Rest Haven

Notes to the Financial Statements for the Year Ended 31 May 2021

14 Fixed asset investments

	2021 £	2020 £
Other investments	<u>14,301</u>	<u>11,450</u>
Other investments		
	Listed investments £	Total £
Cost or Valuation		
At 1 June 2020	11,450	11,450
Revaluation	1,851	1,851
Additions	<u>1,000</u>	<u>1,000</u>
At 31 May 2021	<u>14,301</u>	<u>14,301</u>
Net book value		
At 31 May 2021	<u>14,301</u>	<u>14,301</u>
At 31 May 2020	<u>11,450</u>	<u>11,450</u>

The investments, held in the UK, are all accumulation shares in the Charities Investment Fund.

15 Debtors

	2021 £	2020 £
Trade debtors	44,074	18,222
Prepayments	<u>14,351</u>	<u>-</u>
	<u>58,425</u>	<u>18,222</u>

16 Cash and cash equivalents

	2021 £	2020 £
Cash at bank	111,734	67,081
Other cash and cash equivalents	<u>1,550</u>	<u>289</u>
	<u>113,284</u>	<u>67,370</u>

Rest Haven

Notes to the Financial Statements for the Year Ended 31 May 2021

17 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	34,079	33,557
Other taxation and social security	10,147	11,072
Other creditors	29,340	28,148
Accruals	53,286	3,600
Deferred income	-	3,500
	<u>126,852</u>	<u>79,877</u>

	2021 £	2020 £
Deferred income at 1 June 2020	3,500	-
Resources deferred in the period	-	3,500
Amounts released from previous periods	<u>(3,500)</u>	<u>-</u>
Deferred income at year end	<u>-</u>	<u>3,500</u>

18 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £31,519 (2020 - £29,542).

Contributions totalling £596 (2020 - £(2,416)) were payable to the scheme at the end of the year and are included in creditors.

19 Funds

	Balance at 1 June 2020 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 31 May 2021 £
Unrestricted funds					
General	940,987	1,061,645	(971,869)	1,851	1,032,614
Restricted funds	<u>-</u>	<u>127,216</u>	<u>(127,216)</u>	<u>-</u>	<u>-</u>
Total funds	<u>940,987</u>	<u>1,188,861</u>	<u>(1,099,085)</u>	<u>1,851</u>	<u>1,032,614</u>

Rest Haven

Notes to the Financial Statements for the Year Ended 31 May 2021

	Balance at 1 June 2019 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 31 May 2020 £
Unrestricted funds					
General	<u>921,058</u>	<u>998,876</u>	<u>(979,673)</u>	<u>726</u>	<u>940,987</u>

20 Analysis of net assets between funds

	Unrestricted funds General £	Total funds at 31 May 2021 £
Tangible fixed assets	973,456	973,456
Fixed asset investments	14,301	14,301
Current assets	171,709	171,709
Current liabilities	<u>(126,852)</u>	<u>(126,852)</u>
Total net assets	<u>1,032,614</u>	<u>1,032,614</u>
	Unrestricted funds General £	Total funds at 31 May 2020 £
Tangible fixed assets	923,822	923,822
Fixed asset investments	11,450	11,450
Current assets	85,592	85,592
Current liabilities	<u>(79,877)</u>	<u>(79,877)</u>
Total net assets	<u>940,987</u>	<u>940,987</u>

21 Analysis of net funds

	At 1 June 2020 £	Financing cash flows £	At 31 May 2021 £
Cash at bank and in hand	<u>67,370</u>	<u>45,914</u>	<u>113,284</u>
Net debt	<u>67,370</u>	<u>45,914</u>	<u>113,284</u>

22 Related party transactions

There were no related party transactions in the year.

Rest Haven

Notes to the Financial Statements for the Year Ended 31 May 2021

23 Non-adjusting events after the financial period

The Trustees have made an application to the Charity Commissioners to register a CIO and transfer all assets and liabilities into that Organisation which will also be named Rest Haven and has the same charitable objectives as the current charity. The CIO has been entered onto the Register of Charities on 26 June 2020. All assets, liabilities and operations of Rest Haven will be transferred to the new CIO when it is formally recognised by the CQC.