

PURLEY PARK TRUST LIMITED
(A company limited by guarantee)

GOVERNORS' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

PURLEY PARK TRUST LIMITED
(A company limited by guarantee)

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS GOVERNORS AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2022**

Governors

Mr S R Barstow, Chairman
Mrs A Cullimore-Todd
Mr L D Jones OBE FCCA
Miss R Keeling
Mrs S Robinson
Mr C Trickey
Mrs S Vandersteen

Governors, who are Trustees, are appointed by the existing Governors and confirmed at the Annual General Meeting. They serve for a term of three years, when they may submit themselves for re-election. The Chairman is elected by the Governors and may serve as Chairman for no more than two consecutive terms.

Company registered number

00989820

Charity registered number

261726

Registered office

Purley Park Trust, 12 Huckleberry Close, Purley-on-Thames, Reading, Berkshire, RG8 8EH

Company secretary

Mr L C Grady

Senior management team

Larry Grady, Chief Executive Officer
Karen Taylor, Head of Finance & Resources
Debbie McKay, Training & Development Manager

Independent auditors

James Cowper Kreston, Reading Bridge House, George Street, Reading, Berkshire, RG1 8LS

Bankers

National Westminster Bank Plc, 74 School Road, Tilehurst, Reading, Berkshire, RG31 5ST

Solicitors

Field Seymour Parkes, 1 London Street, Reading, Berkshire, RG1 4QW

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CHAIRMAN'S STATEMENT
FOR THE YEAR ENDED 31 MARCH 2022

The chairman presents his statement for the year.

As always I must begin this report by noting the immense pride I have in the way that my fellow Trustees and the officers and staff of the Trust faced and responded to the challenges of the last year, not least the ongoing Covid crisis.

There is still much to learn and an appreciative review of what went well and what we might have done differently is underway. However, I am pleased to say that the resilience that the Trust has shown over the last year emphasises the benefits gained through a number of our longer term aims, the first two of which are taken directly from our Business Continuity Plan:

- We will organise our activities in ways that support sustainability, build resilience and integrate learning. We believe that this is the most effective long term preparation for potential crises.
- We will review our responses to crises appreciatively, so that we will know what we need to do differently in future.

More than anything though, I think that the exhaustive work we have done to promote excellent working culture, trust and a shared set of values has been fully vindicated in the way that everybody responded over the last year. It is very difficult to be confident in such a rapidly changing situation where the risks are so uncertain. What we have managed to create is a culture in which we have confidence in each other; to do our jobs well, to support each other, to be honest with each other, to celebrate successes together and acknowledge when we could have done better.

It would be wrong to single out any person or group of people for special praise. However, I must again acknowledge the particular burden carried by our service Managers throughout the Coronavirus pandemic. On a day to day basis they have had to manage and support the fears and uncertainties of colleagues, people we support, families and other stakeholders while making sure things run and people are safe. They have also done an excellent job of balancing the varied and complex dilemmas relating to personal and collective safety and the rights of the people we support to do what they want.

I appreciate that people reading this report might be expecting more attention to the facts and figures of the financial year, so I will move on to those.

I am pleased that in this financial year, despite all of the challenges, we have continued to grow our services in a sustainable manner and extend our reputation for providing services of very high quality. We have been able to continue our considerable investment in improving and maintaining the quality of our established services. In particular we have continued to acquire new properties for our supported living service, and we have been able to do so by recourse to our continuing healthy surplus and without dipping into our reserves.

The demand for our services is very high and reflects our sound reputation with commissioning authorities and popularity with people that use our services and their families.

Almost all of our referrals are still generated through word of mouth recommendations and this approach matches our vision and values; the people we support continue to be our main priority and focus, which must be reflected in how we prioritise our resources and investments. Our core focus should be on providing excellent support for them and if we get this right, there is little need to invest in marketing and advertising. We think this is an ethical way to proceed and it also promotes a culture of efficiency (in terms of directing our resources towards things that directly relate to the people we support and avoiding unnecessary expense that is not related to this core objective).

Our reputation for providing services of a very high quality is also supported by the approach of our regulators throughout the year. Our approach to regulation demonstrates the necessity of meeting all compliance requirements. Once this is established, we aim to focus on what is right for each of the people we support; while we welcome feedback from any source we aim to focus more on the people we support than chasing ratings, awards and plaudits.

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CHAIRMAN'S STATEMENT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

We have continued to receive referrals for Care Homes Services, Supported Living services, Domiciliary Care and Day Services at a steady rate and we anticipate that this trend will continue. We will continue to develop new services in the forthcoming year in line with our commitment to enable people with local connections to get the support they need within the community that they are part of and also offer support to other people who have not been able to get the support they need elsewhere. In particular and following a review of our response to the Coronavirus pandemic we are continuing to re-design our day services

Many of the adverse factors that have been reported in recent years seem likely to present significantly harder challenges as the country emerges from the pandemic and Brexit:

- The continued financial pressures upon Local Authorities and other agencies that purchase our services, which seem likely to be severe for the foreseeable future
- the cost of maintaining the staff and support systems needed to meet the increasingly complex needs of people that are being referred to us
- the cost of training and support to ensure our staff have the necessary skills, knowledge and commitment to our Vision and Values
- continued investment in our current services to ensure they continue to provide a safe, comfortable and pleasant environment
- the development of new, bespoke, services that are designed around the needs of people we already support or who cannot find the support they need elsewhere
- In particular, the critical shortage of staff in the wider social care sector and the many factors that are likely to make this worse

I must emphasise the vital importance of a skilled and motivated workforce and healthy organisational culture to the success of our charity. Our staff and Managers are the most important factor in determining the quality of the services we provide and we work hard to develop a culture and environment in which they feel valued and are empowered to use their skills and initiative.

Our objectives for the coming year reflect the themes over recent years and include:

- Engaging with our partner agencies to ensure that our services continue to meet their commissioning needs
- Continuing to invest in innovative ways to support the independence and safety of the people we support
- Increasing the effectiveness of support and coaching available to our staff teams
- Ensuring that we have a clear 'career progression' ladder that promotes staff development, motivates talented staff to remain with the Trust and enhances our succession planning
- Developing the support systems necessary for supporting people with very complex needs
- Continuing to devolve decision making. Within a clear strategy and vision for the Trust, most decisions should be made as close to, and with as much involvement of, the people we support as possible.
- Progressing our plans to re-develop some of our Care Homes to ensure that the accommodation we provide can continue to meet the needs of the people we support
- Engaging effectively with our local community in ways that benefit the people we support
- Continuing to invest in leadership development and initiatives that develop and sustain a workforce that is engaged with the people we support and our vision and values
- Developing our use of 'Appreciative' approaches that encourage positive change within the organisation and in peoples' lives.
- Maintaining and developing a recruitment strategy that ensures we can continue to attract people with the right values, skills and commitment.
- Continuing to rank among the most efficiently run social care organisations so that we provide excellent value for money and ensure that our resources are focussed on the people we support

We have always sought to attract and retain the best staff through paying competitive salaries and by ensuring that the Trust is a great place to work. In the coming year we will continue to "benchmark" salaries at all levels of the organisation to ensure that they are within the top ten per cent of salaries in our area for comparable roles. In view of how low salaries are in social care when compared with other forms of employment, we are aware that in terms of fairness and competitiveness we may also need to benchmark against skilled roles outside social care employment, as well.

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FOR THE YEAR ENDED 31 MARCH 2022

However, a particular and very serious challenge is the cost of living crisis and the great difficulty we will have in keeping our salaries competitive, bearing in mind the particular restraints on us being able to increase salaries to match the rate of inflation. In this respect, we are very much at the mercy of our Local Authority clients and their willingness (or not) to agree fee increases which at least partially match the rate of inflation.

The proper governance of the Trust continues to be a high priority for my fellow Governors and I; the Trust is very lucky to have such a committed and skilled group of Trustees and I thank them for their wholehearted support.

Finally, I would like to thank all of the staff at Purley Park Trust for their continued dedication, hard work and the very real difference they make to the lives of the people we support, and I would again particularly like to thank my chief executive for his exceptional effort and ability towards ensuring the great success of the service we provide".



.....
Stephen Barstow

Chairman

Date: 27/10/22

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GOVERNORS' REPORT
FOR THE YEAR ENDED 31 MARCH 2022

The Governors (who are also the directors of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements of Purley Park Trust Limited (the charity) for the year ended 31st March 2022. The Governors confirm that the Annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), effective January 1st 2019.

Objectives and Activities

Charitable objects

The Governors, as Trustees of the Charity, mindful of the Charity Commission's guidance on 'Public Benefit' are satisfied that the Memorandum fulfils the criteria and that the activities of the Trust are wholly and exclusively for the public benefit. All the beneficiaries of the Trust's aims and activities are people with a learning disability (in many cases with other forms of disability) or other cognitive impairment, who are unable to live fully independently. How much support people need, and how they wish this to be provided, is a very individual matter but all need help with some or all aspects of their daily lives; empowering and enabling them to lead rewarding and fulfilling lives is fundamental to the Trust's values.

What we aim to do

- To provide safe, comfortable homes for adults with learning disabilities who are unable to lead fully independent lives.
- To make sure that people are living in healthy environments that reflect their needs and wishes. When people are sharing their accommodation, we will do whatever we can to make sure that people like and get on with the people they share with.
- To work with each of the people we support to make sure we are clear what support they need and how they want it to be provided.
- To work with each of the people we support to make sure that we know what is important to them and make sure those things happen
- To build excellent relationships with each person we support and, where appropriate, help maintain circles of support around them, including the people that are most important to them
- To make sure that people are supported to make the decisions that affect their lives and, where they are not able to do so, that decisions are based upon what those that care about them think they would have made
- To support people to identify and achieve changes that they want to make in their lives

Our Vision

We will be known for our integrity, our passion and our commitment to getting things right for each person we support

Our Values

- Everyone Counts – we will support each other to make this a great place to work and challenge each other to make things better
- Respect and Dignity – We will show care, compassion and respect in everything we do and say
- Commitment to Quality of Life – We will be passionate, dedicated and determined to do an excellent job. We will tell each other when things go really well.
- Working Together – We will strive to improve what we do. We will build partnerships and work together to make things better.
- Compassion – We will listen, understand and learn so that we can support people in the way that works best for them. We will never forget that the only reason we are here is the people we support.
- Improving Lives – We will find out what's important to each person we support and help them to make it happen.

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GOVERNORS' REPORT (CONTINUED)
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How we meet our aims and values

- We have eight houses at Purley Park, each registered as a care home service for accommodation and support. They are home to a total of 53 people (when fully occupied). They are all purpose built, but vary in size and style with between five and eight people we support in each. Each house is domestic in scale and furnished to a high standard, but with appropriate specialised equipment and facilities.
- We also provide Supported Living Services in our local community; currently we support 24 people in their own homes. We are registered with the Care Quality Commission as a Domiciliary Care Agency, so that we can provide personal care for those people that require it.
- In October 2019, Mill Lane Lodge was added to the portfolio of services that we manage. This property currently supports 8 people in a large property in 3 acres of land, offering unique opportunities
- We provide Day Services for people who live at Purley Park and also for a small number of people who live elsewhere (on our main site in Purley and at the Lodge, in Padworth)
- The Managers and staff that provide our services are our greatest asset. They are all trained and skilled, with a high proportion having many years experience and advanced qualifications. We provide the majority of this training ourselves so that we can be certain that it equips our staff effectively to carry out their roles and matches our values and expectations.
- We plan carefully with each of the people we support so that we can meet their needs and wishes. We also encourage and enable the people we support to take part in a wide range of activities. Our Day Services Staff, together with other organisations, provide opportunities for the people we support to develop their life skills to help them to lead as independent and inclusive lives as their abilities allow.

How we measure our success in achieving our aims and objectives

The single most important measure of our success is the experience that the people we support (our beneficiaries) have of being supported by us; by its very nature this is a subjective judgement but our success is reflected in the personal stories of each person we have the privilege to support.

Our most effective ways of measuring our success depend upon the close and enduring relationships that staff at all levels of the Trust have with the people we support. This is assisted greatly by the limitations we impose on the number of people we support and the tight geographical location of the services we offer.

We invest heavily in the living environments we provide to make sure that they are nice, safe places to live that maximise peoples' quality of life and independence. Recent examples of the level of commitment we make to help people find an environment that works for them include the purchase of a bungalow and building an annexe on to a property for two young men that we support, when their relationships with people they live with had become strained. These investments have enabled them to carry on living near their families, in their local communities.

We also have a comprehensive range of internal quality monitoring tools that help us to assess how well each of our services is meeting the needs and wishes of each of the people we support. We facilitate an annual review for each of the people we support to assist them (and people who know and care about them) to tell us how well we are doing and what they want us to change, do better or help them with over the following year.

Because our reputation is so important to us, we pay great attention to feedback we receive from people we support, their families and all of the other people we come into contact with when doing our work. We welcome complaints (as opportunities to learn and to improve what we do) and compliments (as evidence that we are doing things well).

Reputation is a difficult thing to measure but anecdotal evidence suggests that it is very strong; we receive far more referrals than we are able to manage and the way we receive them is also informative:

- most referrals are from professionals that have worked with us in the past
- other referrals have come from people who do not know us, but have been told good things about us
- we received a referral from a health professional that we work closely with and who has a close relative that requires support – as close to the Care Quality Commission's 'Mum Test' as we are likely to get.

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We also welcome the rigorous quality monitoring inspections we receive from external bodies, including:

- The Care Quality Commission, who have assessed all of our services as meeting a 'Good' standard of care, with some services rated as 'Outstanding' in areas of their work.
- West Berkshire Council, who have given us very positive feedback following their quality monitoring visits to services
- Local Environmental Health inspections, which have assessed all of our Care Homes as meeting very high standards

Review of the past year and what we have achieved

As in previous years, our main achievements are reflected within the personal stories of the people we support and their friends and families. In order to support people to make these changes we need to retain a focus on our viability and integrity as an organisation, relating to which the main objectives that we set ourselves last year were:

- to maintain high occupancy levels in our Care Home Services
- to expand our Supported Living services
- to continue to improve the financial sustainability of the Trust's operations
- To continue recent work in relation to ensuring our values and vision are fully embedded within our working culture

Demand for our Care Home Services has been high and exceeds our current capacity. While there have been some vacancies in these services over the last year, these are ones that we have held deliberately in order to adapt what we offer in response to significant changes in some peoples' needs. We also take great care when a vacancy arises to ensure we can meet the needs of people referred to us and this means that there can be some time between vacancies arising and people moving in to their new home.

There remain a number of situations in which peoples' fees are significantly below the costs of providing them with a service. However, while these people are happy and well supported at Purley Park Trust, it is unlikely that they would be referred to us if they were looking for a service now (due to the level and nature of their needs) and their fee levels probably do meet the level of 'personal budget' they might receive. In the past we have taken the view that pushing these funding authorities for additional funding is very likely to be a counter-productive exercise insofar as the interests of the people we support are concerned. However, we will be engaging with the local authorities involved in the coming year in order to ensure that the fees we receive more closely reflect the cost of the support we provide.

Our Supported Living Services have continued to be highly successful, which has led to increased demand from local authorities seeking similar services that offer good value and high quality. We are very proud of the fact that our supported living services have enabled people with complex needs to live within their communities instead of in expensive 'specialist' services away from their homes and families.

Although the adoption of Mill Lane Lodge was not something that matched our objectives, we became involved with the service in early 2018, in order to ensure that the eight tenants living there could continue to do so. This was an opportunity that arose because of the work we have put in to developing the success and reputation of our services and our commitment to working with anyone locally that is interested in progressing the positive interests of people with learning disabilities.

The eventual outcome was that in late 2019 we took over the ownership and management of the property, surrounding land and the support of the people living there. This project reflects our flexibility and ability to respond to unexpected opportunities and challenges, within a well-defined long-term strategy. As noted earlier, such an acquisition was not part of our business objectives but securing the tenancies of the people living there and improving the quality of the support they received were clearly within our charitable objectives. In the longer term the location offers significant opportunities and we are planning and investing in developments that will realise these for the benefit of the tenants, other people we support and the local community.

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Our Day Services provision on our main site has been the most affected by the Coronavirus pandemic and has been closed for long periods of time since February 2020. This has given us an opportunity to consult with our stakeholders and fundamentally review what we offer and how this is organised. As a result of this, in the Summer of 2022 we will be converting the Day Service building on our main site into a café/social hub. This will still offer some organised activities but in bookable sessions run by externally sourced 'experts' but at other times it will operate as a café and meeting place for people we support, staff and other local people that will also offer opportunities for paid work for people we support.

In addition to this we will be continuing to invest in opportunities for people to get involved in gardening, cultivation and animal husbandry at Mill Lane Lodge.

We have not actively marketed our Domiciliary Care service and have declined opportunities to 'tender' for this type of provision. While we think there will be some demand for this type of support, the majority of contracts being offered by commissioners are for high volume/ short visit types of provision that do not match our strengths or our charitable objects. It would also be against the vision and values of the Trust to work in the way that some of the local authority commissioning arrangements are starting to demand (for instance, providing support to people with any kind of need, bidding by e-mail for short-visit contracts, etc....).

We have had a number of social work students on placement with us and a number of other students studying for their Diploma in Care on a shorter term basis. In addition to all of the other benefits this brings (which are significant), our Learning and Development Manager is able to offer in-placement practice teaching to the students, for which we earn some income.

Once more we have also hosted a number of Thames Valley Police trainees on short secondments, an arrangement which continues to be very successful and enjoyable, as well as a number of work experience placements for students in their later school years on work experience placements.

Review of finances

The Statement of Financial Activities shows a surplus of £219k against an annual turnover of £5.4m.

Total operating income increased by 1.2%, due to:

- new and increased support packages for people we support.
- Successful negotiations regarding
- Grant funding related to the Coronavirus pandemic

Operating costs rose by 3% due to:

- significant investment in our properties and also depreciation costs for the properties and land that were donated to us from the Duncan Trust, when we merged with them in 2018
- cost related to the safe provision of our service during the Coronavirus pandemic, which were significant

Administration costs

Direct charitable expenditure and support costs continued to account for the vast majority of total operating expenditure and governance costs accounted for only 0.2% of fee revenue.

The pay and remuneration of the charity's key staff (currently identified as the Chief Executive, Head of Finance and Resources and the Learning and Development Manager) is reviewed and set by the Governors at their January meeting, at the time that they agree the budget for the following financial year. This takes place in closed session and is informed by:

- The performance of the Chief Executive as assessed in an annual appraisal, which is carried out by the Chairman
- Appraisals of the performance of the Head of Finance and Resources and the Learning and Development Manager, which are carried out by the Chief Executive

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- Assessments of how well the overall objectives of the charity are being met, including financial performance
- Comparisons with pay and remuneration levels in other similar organisations and within the charity

Reserves Policy

The Governors have reviewed the Trust's Reserves Policy this year and determined that the Trust's reserves should continue to equate to 60 days average expenditure and be made up of cash at bank and in hand. This Reserves target is influenced by the risks the Trust is exposed to, particularly the very uncertain financial climate and the risks to our income streams. This figure is currently estimated at £850k. The funds available as at March 2022 amounted to £851k (net of assets in designated funds).

When reviewing the accounts the Trustees determined that the following assets should be held in designated funds:

1. An amount of £50k for essential repairs to the trust's properties
2. An amount of £4.7m related to the Trust's tangible fixed assets, including land and property in the Trust's ownership. These assets are regarded as being essential to the sustainable operations of the Trust and will not be realised in the foreseeable future.

The Governors are satisfied therefore that the Trust's reserves at 31 March 2022 are adequate. The Governors also accept that the actual reserves figure will be fluid as it will be affected by the Trust's trading position. Their long term aim remains to attempt to maintain or extend the target, although not to the detriment of essential investment in our services.

Demand for the Trust's services is expected to remain very strong, at least partially mitigating the effect of Local Authorities' underfunding. The Governors consider the balance sheet position at 31 March 2022 to be sufficient, with adequate assets to meet the Trust's routine liabilities.

Investment Policy

The Trust has no stock or share investments nor any long-term cash investments. Cash reserves are invested with the Charity Offices Investment Fund (COIF) in accessible deposit accounts in sterling in United Kingdom institutions. In the past this has allowed for development costs and capital expenditure to be handled on an as required basis whilst achieving some investment income. Cash reserves are deposited in low-risk managed accounts which generally avoid especially contentious issues. Fund performance in the year was competitive in a period of generally low interest returns. The Governors review the policy periodically, and gave especially careful consideration during the year to the risk to our investments in view of the global economic position, but no change is envisaged in the short term.

Description of our organisation

Purley Park Trust Limited is governed by its Memorandum and Articles of Association. We are registered with the Care Quality Commission (CQC) who regulate and inspect our Care Homes and Domiciliary Care Services under The Care Quality Commission (Registration) Regulations 2010, the Health and Social Care Act 2008 (Regulated Activities) Regulations 2010, the Health and Social Care Act 2008 and the Care Act 2014.

Purley Park Trust Limited is a charity registered with the Charity Commission (number 261726). It is also a company limited by guarantee with no share capital (company number 989820).

How we organise ourselves

Our Trustees

The strategic direction of Purley Park Trust Limited is the responsibility of the Board of Governors, who are the Trustees of the Charity (and Directors of the limited company).

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GOVERNORS' REPORT (CONTINUED)
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Trustees are referred to as Governors for historical reasons – our founder initially set up the Trust as a school for boys with learning disabilities. The Governors' experience and qualifications are such that they can make a valuable contribution to the strategy and overall management of Purley Park Trust, and all of them have an active interest in our activities. Potential Governors are identified usually through personal contacts amongst current Governors and Staff, or approaches from interested parties. Trustees are then selected on the basis of their professional experience, qualifications, skills and commitment to the aims of the Trust, as well as in relation to the need for the Trust to have a broad range of expertise relevant both to the charitable aims of the Trust and the proper conduct of its affairs as a company limited by guarantee.

A prospective Governor will apply formally in writing to be elected as a Member of Purley Park Trust Limited and then to be considered for election to the Board. He or she will submit a Curriculum Vitae and explain why they wish to become a Member and Governor, and what they believe they will be able to contribute to the good governance of the Trust. All Governors are sent copies of the application, which will be considered at a Board of Governors Meeting.

All prospective Governors (who are not known personally by a current Governor), will need to provide references and all Governors are subject to a Criminal Records Bureau enhanced disclosure check.

As the Governors are also Company Directors, they comply with the rules governing eligibility for appointment as company directors, in accordance with the requirements of the Companies Act 1985. An Induction Pack is provided for all new Governors, and this includes guidance provided by the Charity Commission, and professional advisers as well as details about the Trust. The Trust has a "Governors Training Fund", which is a designated fund that is used to defray the costs of Governors' attendance at training courses, seminars, conferences and so on that are relevant to trustee duties, as well as subscriptions to governance periodicals.

Governors carry out a form of inspection. The format of these inspections is loosely proscribed to enable governors to determine issues to examine on a subjective basis when they visit.

Our Management and Staff Structure

Overall responsibility for the Trust's day-to-day management is delegated to the Chief Executive, Larry Grady.

Each of our Care Homes is led by a Registered Manager, who is supported by an Assistant Manager and team of Senior Support Workers and Support Workers.

Our Domiciliary Care and Supported Living Services come under the direct management of Roberta Detenon and Diana Earl who are the registered managers of the Domiciliary Care Agency. In practical terms their roles are very clearly defined in terms of management responsibility and accountability for our different supported living services.

The day to day running of the Trust's finances is managed by Karen Taylor, our Head of Finance and Resources and Alice Richmond, our Accounts Manager.

We have a dedicated Manager for Learning and Development, Debbie Mackay who oversees staff training and development.

Our other functions, garden and grounds, and maintenance are carried out on a departmental basis. Each department has a manager and a dedicated budget.

Currently we employ about 160 staff, the majority of whom directly deliver care services to the People we support. It remains our aim to keep our administrative staff and costs to a minimum.

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The Board of Governors meets quarterly to receive reports from the Chief Executive and operational managers, and to decide policy on matters as necessary. Annually they consider and approve the budget proposals, approve the audited accounts and review the Health and Safety Policy and Risk Management Plans. The Chief Executive reports between quarterly Board Meetings to the Chairman and the Treasurer. On-site inspections of the operation of the Trust are regularly conducted by Governors. The Chief Executive and Governors work very closely together to ensure the smooth and efficient operation of the Trust within the policies and strategic plan agreed by the Governors and in accordance with legislative requirements and registration standards.

Review of relationships with other organisations

St Luke's Trust

In October 2019, the social care services provided by St Luke's Trust were transferred to Purley Park Trust. Staff working in those services have become employees of Purley Park Trust under TUPE arrangements. St Luke's Trust also transferred the land and property associated with their social care services to Purley Park Trust in the form of a donation. This generous step secured the tenancies of the people that rely on the property for their accommodation and support.

Future Plans

The provision of Care Home Services will continue to be our core business and it is our aspiration that we achieve excellence in this area. Demand for the unique environment we provide remains very high.

We shall however continue to diversify our services, albeit while remaining a small, local provider of excellent services. In particular, we will respond to demand for new supported living services from people we know and their families and from commissioners by developing new services of this type. In doing so we will prioritise:

- People who live locally, whom we can help to remain within their local community
- People who have been unable to find a service that can meet their needs elsewhere due to their particular need

Demand for these services has remained strong, despite the stated preference for other forms of service delivery amongst many Social Services departments. Our reputation is strong and we benefit from the trusting relationships we have with some key commissioners and from word-of-mouth recommendations. As we had anticipated, new referrals (when we can accept them following a vacancy arising) continue to be mostly for people with complex needs.

Generally speaking, local authorities are reluctant to refer people to "traditional" residential care unless their care needs are too complex to be satisfactorily met in other styles of service delivery. The main effect on us of this is increased staff ratios as we support people with more severe learning disabilities and more challenging needs; our recruitment, training and management of Staff reflect this.

Our capacity at Purley Park will not increase in the foreseeable future to meet the demand for places. There is a need (albeit not urgent) to invest in some of our older properties to ensure that our living environments continue to meet the needs of the people we support and the anticipated needs of others who are yet to move in. There is a risk that if we fail to address this issue that our income will also be adversely affected.

Risk Management

The management pursues a continuous and pro-active risk management strategy following identification and assessment of the major risks to which the Trust is exposed. These are reviewed regularly by the management team and at least annually by the Governors at their January Board meeting.

The process used to assess and manage risks across the organisation is reviewed regularly to ensure that risks are identified, analysed and managed effectively.

PURLEY PARK TRUST LIMITED
(A company limited by guarantee)

GOVERNORS' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Our Organisational Risk Matrix identifies risks according to the following areas:

- Governance & Management
- Operational Risks
- Financial Risks
- Risks relating to external factors
- Legal / Regulatory Risks

General operational risks are assessed and managed by operational managers. However, if a significant level of risk is identified (and this cannot be satisfactorily mitigated at an operational level) the risk management plan is reviewed regularly by the Chief Executive.

Principal Risks & Uncertainties

As a small organisation, one of our key risks is losing key staff that perform vital and/or technical functions for us. We have done a considerable amount of work to mitigate this risk through succession planning, the restructuring of our senior management team and the delegation of tasks to reduce reliance upon individual staff.

In addition, while our staff turnover is well below the average for organisations that provide social care services, we are concerned that wage inflation in other sectors and unprecedented rises in the cost of living may impact severely on our ability to recruit and retain our workforce. We value our people highly and invest heavily in their welfare but this situation will require constant monitoring and review for the foreseeable future.

Another key risk identified in our strategy is having insufficient capital to meet our aspirations for the services we deliver. We mitigate this risk by:

- Diversifying our services to include new models that are not reliant upon significant capital outlay
- Ensuring that our strategy is based upon pragmatic, long term, sustainable objectives that also support our long term aims.
- Working closely with our partners to ensure that our long term aims are relevant to their strategic aims and have their support where necessary
- Maintaining a clear focus on the financial viability of the service we currently offer

The most significant risk (as it is for all providers of care and support services), currently is the continuing uncertainty regarding the future of Health and Social Care services in the UK and the considerable financial pressures that the organisations that purchase our services are under. While these matters are obviously not under our control we have managed these risks so far by:

- Diversifying our services, to spread the risks in relation to funding pressures
- Building capacity and expertise to provide services that represent excellent value for people with complex needs, for which there is an increasing demand
- Building relationships and partnerships with other agencies so that we can understand each others' strengths and needs and ensure that we are viewed as a crucial part of their future plans
- Being as efficient as possible, to reduce waste, maximise the benefits we can deliver and provide excellent services at very good value

PURLEY PARK TRUST LIMITED
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GOVERNORS' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Governors

The Governors in office during the year were as follows:

Mr L D Jones OBE FCCA (Treasurer)
Mrs S Robinson
Mr C Trickey RIBA
Mr S R Barstow (Chairman)
Mrs A Cullimore-Todd
Miss R Keeling
Mrs S Vandersteen

Governors, who are also Trustees and Directors, are appointed by the existing Governors and confirmed at the Annual General Meeting. They serve for a term of three years, when they may submit themselves for re-election. The Chairman is elected by the Governors and may serve as Chairman for no more than two consecutive terms.

Bankers

The Trust's bankers during the period under review were the National Westminster Bank Plc.

Solicitors

The Trust's solicitors during the period under review were Messrs. Field Seymour Parkes, Reading.

Governors' Responsibilities Statement

The Governors (who are also directors of Purley Park Trust Limited for the purposes of company law) are responsible for preparing the Governors' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Governors to prepare financial statements for each financial year. Under company law the Governors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Governors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

PURLEY PARK TRUST LIMITED
(A company limited by guarantee)

GOVERNORS' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Auditors

So far as each of the Governors is aware at the time the report is approved:

- there is no relevant audit information of which the company's auditors are unaware; and
- the Governors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information

A resolution passed at the Annual General Meeting appointed James Cowper LLP, Reading Bridge House, George Street, Reading, as auditors to the Trust for the financial year.

Approved by order of the members of the board of Governors and signed on their behalf by:

.....
Mr L C Grady
Secretary
Date:

27/10/22

PURLEY PARK TRUST LIMITED
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF PURLEY PARK TRUST LIMITED

Opinion

We have audited the financial statements of Purley Park Trust Limited (the 'charity') for the year ended 31 March 2022 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 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 Companies Act 2006.

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 Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Governors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Governors with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the Annual report other than the financial statements and our Auditors' report thereon. The Governors are responsible for the other information contained within the Annual report. 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. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

PURLEY PARK TRUST LIMITED
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF PURLEY PARK TRUST LIMITED
(CONTINUED)

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Governors' Report including the Strategic Report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Governors' Report and the Strategic Report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Governors' Report including the Strategic Report.

We have nothing to report in respect of the following matters in relation to which Companies Act 2006 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 Governors' 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 Governors' responsibilities statement, the Governors (who are also the directors of the charitable company for the purposes of company law) 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 Governors 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 Governors are responsible for assessing the charitable company'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 Governors either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditors' 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 Auditors' 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:

PURLEY PARK TRUST LIMITED
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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF PURLEY PARK TRUST LIMITED
(CONTINUED)

- Enquiry of management, those charged with governance and the entity's solicitors (or in-house legal team) around actual and potential litigation and claims;
- Reviewing minutes of meetings of those charged with governance;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.
- Performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for bias.

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

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

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them 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 charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Alexander Peal BSc (Hons) FCA DChA (Senior statutory auditor)

for and on behalf of

James Cowper Kreston

Chartered Accountants and Statutory Auditor

Reading Bridge House

George Street

Reading

Berkshire

RG1 8LS

Date: 27 January 2023

PURLEY PARK TRUST LIMITED
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2022**

	Note	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:					
Donations and legacies	4	5,204	-	5,204	7,900
Charitable activities:	5				
Charitable activities		5,233,751	-	5,233,751	5,153,804
Covid-19 related grants		1,574	153,030	154,604	165,906
Proceeds on disposal of fixed assets		-	-	-	4,360
Investments	6	400	-	400	120
Total income		5,240,929	153,030	5,393,959	5,332,090
Expenditure on:					
Charitable activities	7	5,021,478	153,030	5,174,508	5,080,950
Total expenditure		5,021,478	153,030	5,174,508	5,080,950
Net movement in funds		219,451	-	219,451	251,140
Reconciliation of funds:					
Total funds brought forward		5,310,653	-	5,310,653	5,059,513
Net movement in funds		219,451	-	219,451	251,140
Total funds carried forward		5,530,104	-	5,530,104	5,310,653

The notes on pages 21 to 36 form part of these financial statements.

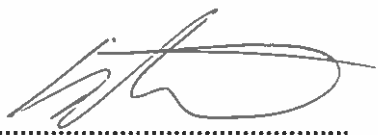
PURLEY PARK TRUST LIMITED
(A company limited by guarantee)
REGISTERED NUMBER: 00989820

BALANCE SHEET
AS AT 31 MARCH 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	13	4,678,854	4,565,313
Current assets			
Debtors	14	452,257	428,503
Cash at bank and in hand		1,272,913	1,273,561
		<u>1,725,170</u>	<u>1,702,064</u>
Creditors: amounts falling due within one year	15	(375,913)	(423,741)
Net current assets		<u>1,349,257</u>	<u>1,278,323</u>
Total assets less current liabilities		<u>6,028,111</u>	<u>5,843,636</u>
Creditors: amounts falling due after more than one year	16	(498,007)	(532,983)
Total net assets		<u><u>5,530,104</u></u>	<u><u>5,310,653</u></u>
Charity funds			
Restricted funds	17	-	-
Unrestricted funds	17	5,530,104	5,310,653
Total funds		<u><u>5,530,104</u></u>	<u><u>5,310,653</u></u>

The Governors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements were approved and authorised for issue by the Governors and signed on their behalf by:


.....
Mr S R Barstow
Chairman
Date: 27/10/22

The notes on pages 21 to 36 form part of these financial statements.

PURLEY PARK TRUST LIMITED
(A company limited by guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2022

	Note	2022 £	2021 £
Cash flows from operating activities			
Net cash used in operating activities	20	266,275	377,489
Cash flows from investing activities			
Dividends, interests and rents from investments		400	120
Proceeds from the sale of tangible fixed assets		-	4,360
Purchase of tangible fixed assets		(223,628)	(103,442)
Net cash used in investing activities		(223,228)	(98,962)
Cash flows from financing activities			
Repayments of borrowing		(43,695)	(43,565)
Net cash used in financing activities		(43,695)	(43,565)
Change in cash and cash equivalents in the year		(648)	234,962
Cash and cash equivalents at the beginning of the year		1,273,561	1,038,599
Cash and cash equivalents at the end of the year	21	1,272,913	1,273,561

The notes on pages 21 to 36 form part of these financial statements

PURLEY PARK TRUST LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

1. General information

Purley Park Trust Limited is a company limited by guarantee incorporated in England and Wales with registered address 12 Huckleberry Close, Purley On Thames, Reading, Berkshire, RG8 8EH.

The members of the company are the Governors named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Purley Park Trust Limited 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.

2.2 Donations, bequests and other receipts

Donations and bequests are accounted for on a receivable basis. Donations in kind are included at the estimated value to the charity.

2.3 Government grants

Government grants are credited to the Statement of financial activities as the related expenditure is incurred.

2.4 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.5 Allocation of overheads

Overheads are allocated specifically either to direct charitable expenditure or costs of generating funds, except for governance costs which are disclosed separately.

PURLEY PARK TRUST LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

2. Accounting policies (continued)

2.6 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Governors in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Governors for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

2.7 Income

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

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services, facilities or assets are recognised when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Governors' report for more information about their contribution.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the Charity which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

PURLEY PARK TRUST LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

2. Accounting policies (continued)

2.8 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the charity's operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

All expenditure is inclusive of irrecoverable VAT.

2.9 Tangible fixed assets and depreciation

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Freehold property	-	2%
Improvements to leasehold properties	-	5%
Motor vehicles	-	25%
Furnishings and fittings	-	20%
Office equipment	-	20%
Workshop garden equipment	-	25%

2.10 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.11 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

PURLEY PARK TRUST LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

2. Accounting policies (continued)

2.12 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.13 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 bank loans which are subsequently measured at amortised cost using the effective interest method.

2.14 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

3. Critical accounting estimates and areas of judgement

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for income and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates. The following judgements (apart from those involving estimates) have had the most significant effect on amounts recognised in the financial statements.

Tangible fixed assets

Tangible fixed assets are depreciated over their useful lives taking into account residual values, where appropriate. The actual lives of the assets and residual values are assessed annually and may vary depending on a number of factors. Residual value assessments consider issues such as the remaining life of the asset and projected disposal values.

PURLEY PARK TRUST LIMITED
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

4. Income from donations and legacies

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Donations	5,204	5,204	7,900
	<u>5,204</u>	<u>5,204</u>	
Total 2021	<u>7,900</u>	<u>7,900</u>	

5. Income from charitable activities

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Fees for care services	5,140,112	153,030	5,293,142	5,234,112
Residents' travel contributions	91,281	-	91,281	81,728
Miscellaneous income	3,932	-	3,932	3,870
	<u>5,235,325</u>	<u>153,030</u>	<u>5,388,355</u>	<u>5,319,710</u>
Total 2021	<u>5,191,746</u>	<u>127,964</u>	<u>5,319,710</u>	

6. Investment income

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Interest receivable	400	400	120
	<u>400</u>	<u>400</u>	
Total 2021	<u>120</u>	<u>120</u>	

PURLEY PARK TRUST LIMITED
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

7. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Care service costs	4,536,068	120,909	4,656,977	4,518,042
Support costs	485,410	32,121	517,531	562,908
	<u>5,021,478</u>	<u>153,030</u>	<u>5,174,508</u>	<u>5,080,950</u>
Total 2021	<u>4,952,986</u>	<u>127,964</u>	<u>5,080,950</u>	

Summary by expenditure type

	Staff costs 2022 £	Depreciation 2022 £	Other costs 2022 £	Total funds 2022 £	Total funds 2021 £
Care service costs	3,832,161	110,087	714,729	4,656,977	4,518,042
Support costs	301,282	-	216,249	517,531	562,908
	<u>4,133,443</u>	<u>110,087</u>	<u>930,978</u>	<u>5,174,508</u>	<u>5,080,950</u>
Total 2021	<u>4,084,411</u>	<u>112,720</u>	<u>883,819</u>	<u>5,080,950</u>	

8. Analysis of expenditure by activities

	Activities undertaken directly 2022 £	Support costs 2022 £	Total funds 2022 £	Total funds 2021 £
Care service costs	4,656,977	-	4,656,977	4,518,042
Support costs	-	517,531	517,531	562,908
	<u>4,656,977</u>	<u>517,531</u>	<u>5,174,508</u>	<u>5,080,950</u>
Total 2021	<u>4,518,042</u>	<u>562,908</u>	<u>5,080,950</u>	

PURLEY PARK TRUST LIMITED
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

8. Analysis of expenditure by activities (continued)

Analysis of support costs

	Total funds 2022 £	Total funds 2021 £
Wages and salaries	301,282	321,062
Office costs	122,541	117,595
Covid-19 expenses	32,121	80,621
Subscriptions	14,844	8,494
Bank charges	3,509	3,409
Accountancy fees	7,600	6,350
Interest payable	12,181	14,177
Marketing, fundraising, entertainment	15,153	7,724
Governance costs	8,300	3,476
	<u>517,531</u>	<u>562,908</u>

9. Auditors' remuneration

	2022 £	2021 £
Fees payable to the Charity's auditor for the audit of the Charity's annual accounts	7,600	7,200
Fees payable to the Charity's auditor in respect of: Preparation of the Charity's annual accounts	<u>3,600</u>	<u>3,400</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

10. Staff costs

	2022 £	2021 £
Wages and salaries	3,777,205	3,720,188
Social security costs	259,601	270,152
Contribution to defined contribution pension schemes	96,637	94,071
	<u>4,133,443</u>	<u>4,084,411</u>

During the year, the Charity made redundancy payments of £13,928 (2021: £7,935) to two employees (2021: one employee).

In the prior year, the Charity entered agreements with two employees to pay them redundancies at the end of their notice periods after the year end. No such agreements were made during the year ended 31 March 2022.

The average number of persons employed by the Charity during the year was as follows:

	2022 No.	2021 No.
Care	159	150
Administration	13	14
	<u>172</u>	<u>164</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2022 No.	2021 No.
In the band £60,001 - £70,000	1	-
In the band £80,001 - £90,000	1	1

During the year remuneration paid to key management personnel totalled £236,338 (2021: £259,559).

11. Governors' remuneration and expenses

During the year, no Governors received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 March 2022, no Governor expenses have been incurred (2021 - £NIL).

12. Tax on surplus on ordinary activities

In the view of the Company's charitable status, no liability to UK corporation tax arises on any surplus for the year.

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**NOTES TO THE FINANCIAL STATEMENTS
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13. Tangible fixed assets

	Freehold property £	Improvements to leasehold properties £	Fixtures and fittings £	Office equipment £	Workshop garden equipment and cars £	Total £
Cost or valuation						
At 1 April 2021	4,569,192	98,617	227,439	101,443	224,836	5,221,527
Additions	212,251	-	6,709	1,320	3,348	223,628
At 31 March 2022	<u>4,781,443</u>	<u>98,617</u>	<u>234,148</u>	<u>102,763</u>	<u>228,184</u>	<u>5,445,155</u>
Depreciation						
At 1 April 2021	201,281	12,451	208,668	62,564	171,250	656,214
Charge for the year	68,074	4,930	7,310	11,328	18,445	110,087
At 31 March 2022	<u>269,355</u>	<u>17,381</u>	<u>215,978</u>	<u>73,892</u>	<u>189,695</u>	<u>766,301</u>
Net book value						
At 31 March 2022	<u>4,512,088</u>	<u>81,236</u>	<u>18,170</u>	<u>28,871</u>	<u>38,489</u>	<u>4,678,854</u>
At 31 March 2021	<u>4,367,911</u>	<u>86,166</u>	<u>18,771</u>	<u>38,879</u>	<u>53,586</u>	<u>4,565,313</u>

Included in freehold property is freehold land at cost of £1,756,583 (2021: £1,756,583) which is not depreciated.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

14. Debtors

	2022	2021
	£	£
Due within one year		
Trade debtors (including Residents)	237,982	140,889
Other debtors	6,317	4,845
Prepayments and accrued income	207,958	282,769
	452,257	428,503

15. Creditors: Amounts falling due within one year

	2022	2021
	£	£
Bank loans	32,097	28,635
Trade creditors (including Residents)	40,776	87,352
Other taxation and social security	61,920	61,655
Other creditors	128,413	132,047
Accruals and deferred income	112,707	114,052
	375,913	423,741

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16. Creditors: Amounts falling due after more than one year

	2022 £	2021 £
Bank loans	393,115	428,091
Other loans	104,892	104,892
	<u>498,007</u>	<u>532,983</u>

Included within the above are amounts falling due as follows:

	2022 £	2021 £
Between one and two years		
Bank loans	<u>188,651</u>	<u>29,619</u>
Between two and five years		
Bank loans	<u>204,464</u>	<u>398,472</u>
Over five years		
Other loans	<u>104,892</u>	<u>104,892</u>

The aggregate amount of liabilities payable or repayable wholly or in part more than five years after the reporting date is:

	2022 £	2021 £
Repayable other than by instalments	<u>104,892</u>	<u>104,892</u>

The other loan is interest free and there are no fixed terms for repayment. The loan is secured by a charge over the property owned by the Charity.

There are two bank loans. The first bank loan accrues interest at a rate of 4.01% annually and is repayable in monthly instalments until July 2023. The second bank loan accrues interest at a rate of 2.15% annually and is repayable in monthly instalments until May 2024. Both loans are secured by a charge over a property owned by the Charity.

Bank loans are secured with charges over assets with a combined cost of £755,192, and net book value of £721,424 (2021: £731,241). Other loans are secured against all assets of Purley Park Trust.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

17. Statement of funds

Statement of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Unrestricted funds					
Designated funds					
Property Repairs fund	-	-	-	50,000	50,000
Fixed Assets fund	4,565,313	-	(110,087)	223,628	4,678,854
	<u>4,565,313</u>	<u>-</u>	<u>(110,087)</u>	<u>273,628</u>	<u>4,728,854</u>
General funds					
Accumulated general fund	745,340	5,240,929	(4,911,391)	(273,628)	801,250
	<u>745,340</u>	<u>5,240,929</u>	<u>(4,911,391)</u>	<u>(273,628)</u>	<u>801,250</u>
Total Unrestricted funds	<u>5,310,653</u>	<u>5,240,929</u>	<u>(5,021,478)</u>	<u>-</u>	<u>5,530,104</u>

Designated funds:

The property repairs fund relates to amounts earmarked for essential repairs to the trust's properties.

The fixed assets fund represents the net book value of the trust's fixed assets. The Trustees determined that the net book value of the trust's fixed assets should be held in a designated fund to provide a better understanding of the trust's unrestricted funds.

Restricted funds

West Berkshire District Council Covid funding	-	153,030	(153,030)	-	-
	<u>-</u>	<u>153,030</u>	<u>(153,030)</u>	<u>-</u>	<u>-</u>
Total of funds	<u>5,310,653</u>	<u>5,393,959</u>	<u>(5,174,508)</u>	<u>-</u>	<u>5,530,104</u>

Restricted funds

The West Berkshire District Council Covid funding was received towards the cost of PPE, staff safety measures, and additional staff to cover Covid related sick leave during the year.

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**NOTES TO THE FINANCIAL STATEMENTS
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17. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Unrestricted funds					
Designated funds					
Property Repairs fund	50,000	-	(50,000)	-	-
Fixed Assets fund	4,574,591	-	(112,721)	103,443	4,565,313
	<u>4,624,591</u>	<u>-</u>	<u>(162,721)</u>	<u>103,443</u>	<u>4,565,313</u>
General funds					
Accumulated general fund	434,922	5,204,126	(4,790,265)	(103,443)	745,340
	<u>434,922</u>	<u>5,204,126</u>	<u>(4,790,265)</u>	<u>(103,443)</u>	<u>745,340</u>
Total Unrestricted funds	<u>5,059,513</u>	<u>5,204,126</u>	<u>(4,952,986)</u>	<u>-</u>	<u>5,310,653</u>
Restricted funds					
West Berkshire District Council Covid funding	-	127,964	(127,964)	-	-
	<u>-</u>	<u>127,964</u>	<u>(127,964)</u>	<u>-</u>	<u>-</u>
Total of funds	<u>5,059,513</u>	<u>5,332,090</u>	<u>(5,080,950)</u>	<u>-</u>	<u>5,310,653</u>

18. Summary of funds

Summary of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Designated funds	4,565,313	-	(110,087)	273,628	4,728,854
General funds	745,340	5,240,929	(4,911,391)	(273,628)	801,250
Restricted funds	-	153,030	(153,030)	-	-
	<u>5,310,653</u>	<u>5,393,959</u>	<u>(5,174,508)</u>	<u>-</u>	<u>5,530,104</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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18. Summary of funds (continued)

Summary of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Designated funds	4,624,591	-	(162,721)	103,443	4,565,313
General funds	434,922	5,204,126	(4,790,265)	(103,443)	745,340
Restricted funds	-	127,964	(127,964)	-	-
	<u>5,059,513</u>	<u>5,332,090</u>	<u>(5,080,950)</u>	<u>-</u>	<u>5,310,653</u>

19. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	4,678,854	4,678,854
Current assets	1,725,170	1,725,170
Creditors due within one year	(375,913)	(375,913)
Creditors due in more than one year	(498,007)	(498,007)
Total	<u>5,530,104</u>	<u>5,530,104</u>

Analysis of net assets between funds - prior year

	Unrestricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	4,565,313	4,565,313
Current assets	1,702,064	1,702,064
Creditors due within one year	(423,741)	(423,741)
Creditors due in more than one year	(532,983)	(532,983)
Total	<u>5,310,653</u>	<u>5,310,653</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

20. Reconciliation of net movement in funds to net cash flow from operating activities

	2022 £	2021 £
Net income for the year (as per Statement of Financial Activities)	219,451	251,140
Adjustments for:		
Depreciation charges	110,087	112,720
Interest paid on loan	12,181	14,177
Dividends, interests and rents from investments	(400)	(120)
Loss/(profit) on the sale of fixed assets	-	(4,360)
Decrease/(increase) in debtors	(23,754)	95,140
Decrease in creditors	(51,290)	(91,208)
Net cash provided by operating activities	266,275	377,489

21. Analysis of cash and cash equivalents

	2022 £	2021 £
Cash in hand	1,272,913	1,273,561
Total cash and cash equivalents	1,272,913	1,273,561

22. Analysis of changes in net debt

	At 1 April 2021 £	Cash flows £	At 31 March 2022 £
Cash at bank and in hand	1,273,561	(648)	1,272,913
Debt due within 1 year	(28,635)	(3,462)	(32,097)
Debt due after 1 year	(532,983)	34,976	(498,007)
	711,943	30,866	742,809

23. Pension commitments

The company operates a defined contribution scheme in respect of its employees. Contributions are charged in the financial statements as incurred and there were outstanding contributions as at the balance sheet date of £nil (2021: £nil). Pension costs charged in the year were £96,637 (2021: £94,071).

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

24. Operating lease commitments

At 31 March 2022 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2022 £	2021 £
Not later than 1 year	12,157	781
Later than 1 year and not later than 5 years	1,120	538
Later than 5 years	840	-
	<u>14,117</u>	<u>1,319</u>

25. Related party transactions

The Charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 March 2022.

The Charity has the following related parties:

The Friends of Purley Park

The Friends of Purley Park is the successor body to the League of Friends, which was formed in 1970 to raise funds with which to enhance the lives of the Residents. The Friends of Purley Park, although a separate body, operates under the guidance of the Governors (Trustees) of Purley Park Trust who retain responsibility for it.

26. Post balance sheet events

After the year end, the charity purchased a property for £577,000.

27. Controlling party

The ultimate controlling party is that of the governors as stated on page 1.