

Guideposts Trust Limited

Company Number: 01282361

Charity Number: 272619

Accounts

for the year ended

31st March 2022

Wenn Townsend

Chartered Accountants

Oxford

Guideposts Trust Limited

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Guideposts Trust Limited

Reference and administrative information

31st March 2022

Charity number	272619
Company number	01282361
Address	Unit E Two Rivers Industrial Estate Station Lane Witney Oxon OX28 4BH
Bankers	HSBC Bank plc Witney Branch 24 Market Square Witney Oxfordshire OX28 6BG
Auditors	Wenn Townsend Chartered Accountants 30 St Giles' Oxford OX1 3LE
Company Secretary	Nicole Rolston
Directors/Trustees	Diana Billingham James Bradshaw Alex Curtis Matthew Jones Major Peter Smith Matthew Taylor Deborah Cohen Mariam Ahmed Melissa Noton

Guideposts Trust Limited

Trustees' Report for the year ended 31st March 2022

Introduction

"Guideposts is a people centred charity, we care passionately about the communities we serve. We exist to ensure that people can be connected to their community and feel part of society." Matthew Jones - CEO - Guideposts

Guideposts Trust ('Guideposts') is a UK based charity working with people in local communities to help them access the support, opportunities and skills they need to overcome social inequalities, improve their wellbeing and change their lives.

Purpose

We run a range of services that are focused on helping people to achieve their potential regardless of their circumstances. We connect people together so that they can experience the joy that comes from friendship, activity, learning, purpose and occupation. We love what we do and we love seeing people flourish.

Many of the people we support come from the most disadvantaged groups in our society, including children and adults with additional needs and disabilities, people with mental health problems, older people with dementia and other neuro-degenerative conditions, and the families or carers of all these groups. We believe that all people should be equally valued and have an equal chance to live the best life possible, that is why we do what we do.

Together we are the Guideposts community, helping each other to achieve better wellbeing.

Vision

Our vision is social inclusion and wellbeing for all.

Our work

The charitable funding we receive helps us to run crucial services, such as :

- Guideposts Connect - Friendships groups and specialist sessions.

We run local group sessions which help people connect with their communities, in addition to a rapidly growing number of online sessions. These sessions bring people together into a fun and friendly environment that leaves them feeling supported, part of their community and less isolated.

- Guideposts Hubs - Activity day opportunities for those with additional needs.

These Hubs work with people with complex needs on a weekly basis, over a long time period. We currently operate 6 different hubs focused on supporting those with learning disabilities, mental health problems and dementia.

- Guideposts Information and Support.

The Guideposts information and support service exists to give our community a person to speak to and help them through any challenges they are facing.

Guideposts has around 80 staff looking after our community, working in 12 different locations and running over 45 sessions a month. We support over 840 people each month, providing over 8,500 hours of support.

We have been serving our communities for almost fifty years, and in that time we have adapted to the needs of our communities and the changes in our society. Some of our services are paid for directly from the local authorities, but many of the programmes we run are funded purely from kind donations from the public - as a Charity we rely on these donations to keep helping people. We really appreciate every donation made and ensure that it is spent very wisely to provide our community with the help they need.

Jane is the full time carer for her son, who has autism and her husband who has dementia. She has seen a huge improvement in her son's outlook on life since attending our outdoor gardening programme, and has received support herself from our Dementia Carers Groups. She said that:

"The services that Guideposts provides are a crucial part of our support network. The team is amazing and they go above and beyond to help my family. For people in my situation, life can sometimes be overwhelming, but knowing they have the support of the Guideposts community makes a real difference."

Guideposts Trust Limited

Trustees' Report for the year ended 31st March 2022 (continued)

We are working towards a future where our whole community has an equal chance to find acceptance, a sense of belonging, positive relationships, meaningful occupation, good education, enriching work and a safe home, but until that happens we are there to help.

The Trustees are pleased to present their report with the audited accounts for the year to 31st March 2022.

1 Reference and Administrative Detail

Guideposts Trust Limited is a registered charity and company limited by guarantee incorporated in England and Wales.

The Trustees who served during the year are listed below:

- Dr Catherine Oppenheimer (resigned 31st December 2021)
- Diana Billingham
- Maj. Peter Smith
- Alex Curtis
- Matthew Taylor
- James Bradshaw
- Deborah Cohen
- Mariam Ahmed
- Melissa Noton (appointed 22nd March 2022)

The company's Articles of Association require the Trustees to retire by rotation after a three-year term. Matthew Jones, CEO, has been delegated responsibility for the day-to-day management of The Trust.

2 Structure, Governance and Management

Guideposts Trust is constituted under its Memorandum and Articles of Association dated 19 October 1976. The Articles of Association provide that Guideposts Trust may have up to 25 Trustees. At 31 March 2022, there were nine members of the board.

No member of the Board of Trustees has received any remuneration in respect of his or her services to the Trust except for reimbursement of expenses incurred in providing such services.

During 2021/22 the board met 7 times, including an AGM.

A number of sub-committees of the board have been introduced to strengthen the overall governance of the charity. At least two members of the board sit on each sub-committee. The sub-committees meet as follows: Nomination and Remuneration – at least twice per year; Finance and Risk, Strategy and Digital, Services, Service User Experience – meet on a bi-monthly basis.

Public Benefit

The Trustees have regard of the Charity Commission public benefit guidance. Guideposts Trust demonstrates its public benefit through the provision of community-based services that are operated by its staff. We adopt a collaborative and complementary approach to ensure that vulnerable individuals – often with a range of complex needs and expectations - do not fall through gaps in geographic or specialisation boundaries. We are tackling the causes of loneliness and social isolation, by providing community connectivity, information and advice, group activities, therapies and work-based opportunities.

The Reserves Policy

The Trustees have set a Minimum Level of unrestricted reserves (defined as unrestricted net current assets plus net realisable value of land and buildings) that will be sufficient to cover the costs of up to 12 months management and administration, statutory redundancy and other winding-up costs in the event of Guideposts ceasing to exist. The Minimum Level is £200,000.

The Trustees will maintain this Minimum Level at all times and will not take any decision or carry out any development that might impinge upon the Minimum Level without due consideration.

Guideposts Trust Limited

Trustees' Report for the year ended 31st March 2022 (continued)

2 Structure, Governance and Management (continued)

The priority for 2022/23 will be to maintain and monitor liquid reserves, especially in consideration of potential ongoing COVID-19 and inflationary cost pressure implications.

Unrestricted net current assets were £1,121,999 at the Balance Sheet date. The Trustees have considered carefully going concern; most particularly meeting short term cash flow needs.

Retained services performed at a surplus of £166,962 in the current year compared to £376,595 in the prior year.

The charity is continually reviewing its cost base and reducing costs where possible. The support of the charity's bank in renewing existing facilities and to secure a bounce back loan has enabled it to meet all operational liabilities without the need to liquidate or make additional borrowings against fixed assets.

The Trustees feel that it is appropriate to prepare the accounts on a going concern basis.

3 Objectives and Activities

The objects of the Charity are:

- to provide a range of welfare services in the community for people with a learning disability, people with or recovering from mental health problems and for people with dementia
- to seek to create excellence in practice
- to create a genuine organisational approach to learning, training and dissemination of information.

Our Challenge

People living with disability or long-term conditions (and their loved ones), have the same needs as everyone else but their circumstances often mean they don't not have the chance to meet those emotional, social, spiritual and physical needs. Unfortunately, our clients' complex health conditions can conspire to isolate them and their families from their communities and from the information and support which could change their circumstances. They often fall between the gaps of statutory provision and the limited support that "single-issue" charities can offer. This can place them at risk of isolation and the medical and social effects of loneliness. Guideposts wants to be there for people who need support to achieve their innate human needs and realise their potential. We do this by providing access to support, training and community opportunities.

Our Services:

Guideposts' physical services are provided in three counties in England (Oxfordshire, Hertfordshire & Gloucestershire) and focus on improving people's health and wellbeing as follows:

- HERE for You (IAG) for people with long term conditions and their carers
- Learning disabilities and Autism services
 - Meaningful day activities
 - Therapeutic activities
 - Training and skills
 - Leisure
 - Friendship and relationship
- Mental Health services
 - Recovery planning
 - Therapeutic activities
 - Emotional wellbeing coaching
 - Complex emotional needs coaching
 - Leisure
 - Friendship
 - Peer support
 - Carer support

Trustees' Report for the year ended 31st March 2022 (continued)

4 Objectives and Activities (continued)

- Older people and dementia services
 - Day activity opportunities
 - Therapeutic activities
 - Social opportunities & Friendship
 - Information and advice
- Carers services
 - Help and advice
 - Short break and respite
 - Friendship & Peer support opportunities
 - Community outings and leisure opportunities

COVID-19 restrictions continued to impact how we engage and partner with our volunteer support. Around 250 volunteers usually support Guideposts' work, and we are grateful to them. Our volunteers would assist with delivering thousands of hours of support across 3 Counties providing support to individuals to participate in our friendship schemes, community opportunities, or the provision of support groups, providing back-office support, or serving on the board of Trustees.

We are also enormously grateful to all those individuals, organisations, groups and Trusts who have given so generously over the year or provided practical support.

STRATEGIC REPORT – the following items form the Strategic Report

5 Achievements and Performance

2021/22 was the fourth year of the Charity's 5-year plan. The plan was to move from surviving to thriving. To use innovation, agility and a positive attitude to risk, in the creation of new expressions of mission. The Charity has achieved this and in doing so increased its impact at a time when demand to support the most vulnerable in society was increasing in the national lockdowns.

As well as keeping our existing services going, in the pandemic, we also developed new services.

Here are some examples of the Charity's new work:

We took over a day service for people with complex needs in Chipping Norton – we are now using this as a hub for growing new programmes in the Chipping Norton community.

We secured funding for a programme of be-friending in the Hertfordshire County – designed to tackle loneliness and social isolation.

We worked with the complex needs services in Gloucester CCG to develop a new sub-clinical coaching service for people with complex needs, who need ongoing support in the community. We are working with 50 complex people – supporting them and helping them reduce their reliance upon the NHS and build their resilience.

We developed a new service that supports people in their own homes (Called the Befriending for Wellbeing Service) in the Gloucestershire area and have plans to also launch in Hertfordshire.

Our new online membership programme – Better Connected – continues to provide friendship, regular activities online and a monthly magazine with news and activities and education.

Everything Guideposts does seeks to make a difference to people's lives. We are an inclusive community based mental wellbeing Charity – that at present delivers 21 projects, designed to:

- Meet the challenges of combatting loneliness.
- Connecting people and helping them with their role as carers.
- Provide support for people living with chronic diseases.
- Equip people with independent living skills and support to find employment.

Trustees' Report for the year ended 31st March 2022 (continued)

5 Achievements and Performance (continued)

- Provide respite in the outdoors for children with special needs and adults who have suffered during the pandemic.
- Education for those seeking how to create and maintain loving, healthy relationships.

Our work is framed by a psychological model called the Human Givens Approach. This is a clinically approved way of understanding human needs and therefore how we design programmes to meet these needs.

Thriving in a tempest:

The Charity has thrived despite working within a challenging macro-economic environment.

Brexit has made an impact on the UK and its labour force.

We are competing for the same staff and volunteers as other parts of the economy that would have sourced its labour from overseas, or seasonal workers. Fortunately, the nature of our work and its meaningfulness is a key factor when people choose to work for us. However, the Charity still has to secure enough resources to be able to pay staff a wage they can live on, and this is under pressure from restrictions in the public sector funding and changes to the way people donate.

COVID:

The Charity has done well to navigate the management of this disease. It hasn't closed during the pandemic but changed its way of delivering support. Our staff and Volunteers worked throughout the pandemic, with great focus on supporting people in the safest way possible. The cleaning regime and adjustments made ensured minimal spread of the disease and minimal impact of those needing our services.

A favourite example of the efforts staff made during the pandemic, is one staff member who called an isolated and lonely gentleman every Sunday to read him canal boat books – his favourite hobby. Connection with Guideposts was his only contact with the community during lockdown.

Guideposts has navigated through the COVID pandemic and has continued to innovate and create new ways to deliver on its mission.

Changes to the way people view and support Charities:

The way Charities raise non-restricted funds have changed. Donors often want to see the impact of their gifts whilst still alive. The younger generation, see social movement and action to be an informal group activity and therefore question the need to have organisations, to make real change in the world.

Our regular donors are getting older and therefore the challenge is how to reach out and make donors of the younger generation. The Charity undertook a review of its fundraising activities and subsequently invested in outside help to train our staff in new fundraising skills (e.g., use of social media, increased capacity to apply for grants, a more coherent message throughout our website and written material. Increased newsletters and information about the good work being done). These new skills will embed within the fundraising team and help support our programmes - most of which cannot survive without support from donations.

How we strengthened the Charity:

The Charity has upgraded all its IT hardware and software – stripping out unnecessary costs and bringing cyber security up to date.

The Charity upgraded its finance and our fundraising IT platforms.

The Charity also developed a care management system to keep personal data safe and track impact on people's lives.

The Charity has created his first HR system – moving away from office and paperwork – to online and a more secure way of managing personal data.

Guideposts Trust Limited

Trustees' Report for the year ended 31st March 2022 (continued)

5 Achievements and Performance (continued)

Property leases have been renegotiated and key sites secured (Such as our outdoor wellbeing centre) to safeguard our services in those areas. Spend on the property estate is minimal. The Charity either owns or negotiated very preferential rates on its leases.

Keeping and developing a talented team of staff has been really important. Managers have been key in navigating the Charity through various challenges and the outcome is improved resources, more efficiency in the way we deliver our programmes, less resources on running the Charity and more on direct support to those we are here for.

Remuneration of Key Management Personnel

Remuneration of Key Management Personnel (CEO and General Manager Finance and Operations) is set by the Nomination and Remuneration Committee, consisting of the Chair and two co-opted trustees. Pay levels are benchmarked against sector averages and taking into account the requirements of the role. These are reviewed annually.

6 Financial Review

Guideposts entered the 2021 financial year with a healthy cash balance and reported an operating surplus of £166,962 for the year compared to a net cash break-even target. This was due to a combination of favourable revenue factors as well as a strong cost control culture. Local authorities and central government were supportive of social care services, assisting with infection control grants and continuing to fund services, in some cases on a full planned for basis.

All of our local authority contracts and grants were extended through to the end of the financial year, helping us to continue to fund those services. We were able to resume service delivery in all regions and start to build up attendance and fee income. We were awarded an additional day service contract in Oxfordshire funded by a local authority grant.

As expected, as services resumed to normal levels our operating costs increased accordingly. Our strong financial position at the end of the financial year will enable us to enter the 2022 financial year with confidence, with the ability to navigate through tough economic expectations, and to invest in innovation, build our staffing teams, continue to fund developing services and secure new grants.

Our regular donors continue to be loyal and supportive with strong regular and campaign donations. We once again continued to receive healthy legacy receipts. Income from Fundraising (net of direct costs of raising funds) came in at £663,659. Although the average donation received has increased, our donor base has been declining, particularly the number of regular donors. In an effort to curb this trend, new work has been taking place to engage new supporters and bring in new donors, focussing via digital marketing and fundraising. Our finances enabled us to invest in our fundraising team, enhancing our ability to communicate with donors, developing our ability to increase digitally fundraised income and expand our grant funding applications. This will enable us to bring in vital funds to adapt our work effectively and continue to support most of our service members/users. It also enables us to develop new work and lay the foundation for future project/service development, which is key to our ability to continue to attract and increase funding from grants.

Guideposts monitor cash closely and reforecast on a rolling monthly basis and are satisfied that there are sufficient known incoming resources to meet our obligations in the near future. Additional unknown future impacts of Covid19 and inflationary cost pressures on operations remains a risk. Cash flow management remains a critical focus.

Fixed Assets include land, valued at £98,000 and buildings valued at £312,000 at the Balance Sheet date. The buildings are valued at fair value.

Trustees' Report for the year ended 31st March 2022 (continued)

7 Plans for Future Periods

The Charity will be in our 50th year of creation. Half a century after the founders created the Charity to support people to live independently and maximise their potential – despite the obstacles life has put in their way – Guideposts is still delivering on that mission. The people and expressions of mission may have changed, but the need to support those most vulnerable in our community hasn't.

It will keep developing services to meet need in the community, online and accessible. in evenings and weekends, when other support is not available.

It will continue to develop its work with NHS and Council partners to provide support for people when public sector support has run out, become too hard to get, or the pathway of support stops. Guideposts will develop its mental wellbeing services and its sub-clinical expertise to support people when they fall off the public sector conveyor belt and work to prevent them relapsing back into primary or secondary care services.

We will also celebrate our 50th anniversary and thank all those who support us and make our work possible – our amazing volunteers and trustees, who give so much, - our dedicated staff and our supporters and funders, without whom we would not be here. Why not do another half century of amazing work?

8 Principal Risks and Uncertainties

Guideposts Risk Management Strategy involves a regular review of the key risks faced by the charity, the establishment of systems and procedures to address those potential risks and mitigate any impact on the charity if they materialise. Guideposts is committed to ensuring that risk in our operations is managed and mitigated by using an integrated risk management system and instigating a proactive culture in managing risk. The integrated approach to risk management takes cognisance of risk management standard BS31100.

Risks that concern the long-term strategic objectives of Guideposts Trust and the actions taken to manage them are as follows:

Financial: the risks to Guideposts financial position, including internal and external factors that may have an effect.

What we do:

- An annual budget is reviewed and approved by Trustees, which forms the basis for financial monitoring for the year.
- Monthly Management Accounts for operational managers are produced and reporting to the board takes place monthly at present with a more formal review at the bi-monthly board and Finance and Risk sub-committee meetings.
- Cash flow and the ability of the charity to meet its monthly obligations is seen as a specific risk at the present time. For that reason, cash flow is checked and updated daily looking ahead in detail on a 90-day rolling basis to identify and mitigate pinch points. Mitigation is carried out by a continual focus on credit control, a rolling programme of fundraising asks, phasing planned expenditure with expected income and cost control.
- An adaptive budgeting process encourages managers to continually look ahead, reviewing activities and the likely financial consequences. Internal financial training and support is delivered by the finance team for our new managers and budget holders.
- This is supported by internal audit processes and an annual external audit.

Growth: the risks to Guideposts' strategy for growth and development.

What we do:

- Research and implement a rolling five-year business development plan to fit in with the strategic direction for the charity as agreed by the management team and Trustees, including budgets which provide income generation targets.
- Bi-monthly meetings of the Strategy & Digital and the Services sub-committees to review the growth strategy and development of services.
- Have a purposeful plan to diversify income streams so that Guideposts Trust is not dependent upon a single source of income.

Trustees' Report for the year ended 31st March 2022 (continued)

8 Principal Risks and Uncertainties (continued)

- Implement a Service Delivery Strategy which forms the basis of our service delivery and the management of risk to ensure responsiveness/effectiveness in the development and implementation of projects
- Ensure effective use of staffing and resources to ensure users of our services get the best possible help and support and we deliver value for money.
- Support this by robust internal systems – Quality, Management Information & Financial – to facilitate reporting of outcomes and sound Market Intelligence to enable us to align our activities to stakeholder priorities.

Knowledge management: the risks to knowledge resources, and the production and communication of these.

What we do:

- We have implemented a knowledge management strategy which through organisational learning and enabling the sharing of knowledge will deliver improved individual performance, competitive advantage, innovation, the sharing of lessons learned, integration and continuous improvement.

Succession planning and talent management: the risks to management infrastructure and staffing framework.

What we do:

- We have implemented a Staffing Framework which will enable us to recruit, retain and develop the skill and talent needed to take us forward. This is supported by clear processes around recruitment and selection, training and development and performance management.
- Have an organisation-wide approach to the documentation, sharing and dissemination of knowledge to avoid the risk of all intellectual capital being embedded in one person and to allow opportunities for learning.
- At least an annual review of pay rates by the Nomination and Remuneration sub-committee.

Compliance:

the risks associated with non-compliance of relevant legislation (for example Health and Safety, data protection, employment practices) and regulation (for example Charities Commission, Care Quality Commission).

What we do:

- Underpin all aspects of organisational activity through our Quality Management System and work towards external quality accreditations.
- Outcome monitor all activities & ensure all projects both consistently monitor performance and publicise findings to services users, key workers and other professionals and members of the public.
- Take account of the views of users of our Services and other stakeholders via our 'Tell us your views' Policy and bi-monthly meeting of the Service User Experience Panel and ensure it is widely published and accessible.
- Implement a programme of internal audit and actively participate in external monitoring.
- Review and implement recommendations arising.

Fundraising:

The risks associated with poor fundraising practice and the consequential effect on the reputation and sustainability of the charity.

The Charity is reliant on income given voluntarily by supporters. Its supporters are at the heart of everything that we do and achieve. And, because of this, it strives to give the best experience to its supporters and the people it helps.

Guideposts is signed up to the Fundraising Regulators Code of Practice in the UK and it works closely with the Fundraising Regulator and the Institute of Fundraising to help improve sector standards and ensure activity meets the expectations of supporters and the wider public.

As a charity, talking to the public in person and communicating with existing supporters are both key in engaging people and raising vital funds for our work.

Guideposts Trust Limited

Trustees' Report for the year ended 31st March 2022 (continued)

8 Principal Risks and Uncertainties (continued)

Guideposts fundraising and marketing activities are undertaken directly by charity staff, and it doesn't use professional fundraisers or involve commercial organisations in any of fundraising work.

All communication with supporters is conducted in such way to ensure that they and any members of the public willing to support the Charity gives what they can afford, taking particular care to ensure nobody feels under pressure to contribute.

Supporter's personal details are stored securely. Supporter's communication preferences are recorded in their personal file and the Charity only communicates with them in ways they have agreed to. All our marketing materials contain clear details of how to unsubscribe to any future communications. When notified (e.g. by family) of a donor receiving a cognitive impairment diagnosis, going into care, or becoming too infirm to respond to us - then we mark their file on our Donor Database as "Do Not Approach".

The Charity is careful not to contact supporters too often. There is a limit on mailings to 3 per year to all active donors on our database (approx. 12,000) and Guideposts are working hard to make sure that supporters feel even more in control of how it communicates to them. Guideposts reminds its audiences of the difference their donations are making to people's lives, all the vital services it provides and the good it does in society.

Guideposts is constantly working on developing new ways of raising income to continue its life changing work. Although the main reason for doing this is to diversify income, it is also a belief that being more visible in communities will help to raise awareness about Guideposts and the needs of people we support. Local staff and managers regularly organise local engagement and fundraising events in communities where services are delivered.

Although the information being distributed during events may include donation forms, the Charity never aims to recruit donors face to face on the day, letting people take the information home and decide whether or not they wish to make a donation. This helps minimise the risk of inadvertent pressure being placed on potentially vulnerable donors.

A complaints log is maintained and monitored, and the Charity keeps a close eye on the pattern of complaints so improvements to services can be made. Guideposts received no complaints about its fundraising activities this year. As a social care, mental health and disability charity – all staff are highly experienced in working with vulnerable people (e.g., those with learning disability or dementia) and are attuned to the risks.

Trustees' responsibilities

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

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. 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 UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

Guideposts Trust Limited

Trustees' Report for the year ended 31st March 2022 (continued)

Trustees' responsibilities (continued)

The Trustees are responsible for keeping proper accounting records that 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.

In so far as the Trustees are aware:

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

Auditors

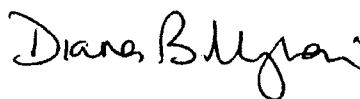
A resolution to re-appoint Wenn Townsend will be proposed at the forthcoming Annual General Meeting.

Small company exemptions

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

This report was approved by the Trustees on 18th November 2022.

On behalf of the Trustees of the Trust



Diana Billingham Chair

Guideposts Trust Limited

Independent Auditor's Report to the members of Guideposts Trust Limited

Opinion

We have audited the financial statements of Guideposts Trust Limited (the 'charitable company') for the year ended 31st March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the 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 applicable law and United Kingdom Accounting Standards, (including Financial Reporting Standard 102 applicable in the United Kingdom 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 31st March 2022, and of the charitable company's 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 these 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 charitable company 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.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' 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 trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees report, other than the financial statements and our auditors 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 connections 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 of this 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 face.

We have nothing to report in this regard.

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 Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- The strategic report and the directors' 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 detected material misstatements in the strategic report and the directors report.

We have nothing to report in respect of the following matters in relation to which the 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 trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Guideposts Trust Limited

Independent Auditor's Report to the members of Guideposts Trust Limited.

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement set out on pages 10 and 11, the trustees (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 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 charitable company's ability to continue as a going concern, disclosing as applicable all matters related to going concern and using the going concern basis of accounting, unless the trustees either intend to liquidate the charitable company 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 assurances about whether the financial statements as 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 specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- Enquiry of management and those charged with governance 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 these financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditors/responsibilities. This description forms part of our auditor's 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 auditor's 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.



Andrew Rodzynski FCA, Senior Statutory Auditor
For and on behalf of Wenn Townsend
Chartered Accountants and Statutory Auditor
30 St Giles
Oxford
OX1 3LE

.....22/11/2022

Guideposts Trust Limited

Statement of Financial Activities (Including income and expenditure) for the year ended 31st March 2022

	Note	2022 Unrestricted £	2022 Restricted £	2022 Total £	2021 Unrestricted £	2021 Restricted £	2021 Total £
Income from:							
Donations and Legacies:							
Donations, legacies and other grants	2	724,355	122,030	846,385	1,299,378	74,597	1,373,975
Raffle Income		1,009	-	1,009	1,020	-	1,020
Charitable Activities:							
Grants and contracts for provision of services	3	652,353	57,601	709,954	479,749	205,094	684,843
Client Fees		531,151	-	531,151	454,114	-	454,114
Other Income	4	3,792	-	3,792	5,790	-	5,790
Total income		1,912,660	179,631	2,092,291	2,240,051	279,691	2,519,742
Expenditure on:							
Raising funds:							
Raising funds – general		251,267	-	251,267	366,248	-	366,248
Charitable activities:							
Community Services & Projects		1,480,836	191,482	1,672,319	1,414,968	359,516	1,774,484
Education and Awareness		1,744	-	1,744	2,415	-	2,415
Total expenditure	8	1,733,847	191,482	1,925,329	1,783,631	359,516	2,143,147
Net income/(expenditure)	5	178,813	(11,851)	166,962	456,420	(79,825)	376,595
Total funds brought forward		1,384,815	27,026	1,411,841	928,395	106,851	1,035,246
Total funds carried forward		1,563,628	15,175	1,578,803	1,384,815	27,026	1,411,841

There are no gains or losses other than those recognised through the statement of financial activities.
The results above have all derived from continuing activities.

The notes on pages 17 to 28 form part of these accounts

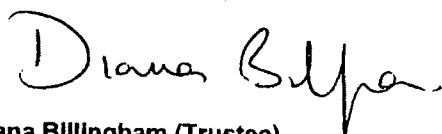
Guideposts Trust Limited

Balance Sheet
as at 31st March 2022

Company Number: 1282361

	Note	2022 £	2021 £
Fixed Assets			
Tangible Assets	9	373,199	388,623
		<u>373,199</u>	<u>388,623</u>
Current Assets			
Debtors	11	106,796	109,972
Cash at bank and in hand	12	1,420,841	1,297,351
		<u>1,527,637</u>	<u>1,407,323</u>
Creditors: Amounts falling due within one year	13	(215,836)	(258,298)
Net Current Assets		<u>1,311,801</u>	<u>1,149,025</u>
Total assets less current liabilities		1,685,000	1,537,648
Creditors: Amounts falling due after one year	14	(106,197)	(125,807)
Net Assets		<u><u>1,578,803</u></u>	<u><u>1,411,841</u></u>
Reserves			
Unrestricted Funds	21	1,485,838	1,307,025
Revaluation Reserve	21	77,790	77,790
Restricted Funds	21	15,175	27,026
Total of Charity's funds		<u><u>1,578,803</u></u>	<u><u>1,411,841</u></u>

These accounts were approved by the Board of Trustees on 18th November 2022.



Diana Billingham (Trustee)

The notes on pages 16 to 27 form part of these accounts.

Guideposts Trust Limited
Cash Flow Statement
for the year ended 31st March 2022

	2022	2021
	£	£
Reconciliation of operating result to net cash outflow from operating activities		
Surplus for the year	166,962	376,595
Interest received	(267)	(18)
Depreciation and amortisation	15,424	375,499
Loss on disposal	-	-
(Increase)/decrease in debtors	3,176	336,501
Increase/(decrease) in creditors	(40,531)	141,558
Net cash inflow from operating activities	<u>144,764</u>	<u>1,230,135</u>
Cash flow from financing activities		
Interest received	267	18
Repayment of hire purchase obligations	(10,781)	(4,214)
Repayment of capital	(10,760)	-
Receipts from issue of new loan	-	50,000
Net cash flow from financing activities	<u>(21,274)</u>	<u>45,804</u>
Net increase in cash and cash equivalents	123,490	1,275,939
Cash and cash equivalents at 1st April	1,297,351	21,412
Cash and cash equivalents at 31st March	<u>1,420,841</u>	<u>21,412</u>
Cash and cash equivalents		
Cash at bank and in hand	1,420,841	1,297,351
	<u>1,420,841</u>	<u>1,297,351</u>

Guideposts Trust Limited

Notes to the Accounts for the year ended 31st March 2022

1. Summary of significant accounting policies

a) General information and basis of preparation

(i) Guideposts Trust Limited is a registered charity and company limited by guarantee incorporated in England and Wales. In the event of the charity being wound up its liability in respect of the guarantee is limited to £1 per member of the charity. The registered address of the charity is that given on page 1 of these financial statements. Guideposts Trust Limited is a multi-disciplinary social care and mental health charity.

(ii) The accounts are prepared under this historical cost convention modified to include certain items at fair value. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006 and rounded to the nearest £1.

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

b) Tangible fixed assets and depreciation

Tangible fixed assets are stated at historical cost less depreciation, other than Land and Freehold buildings which were revalued in 2018. This represented a change in accounting policy; the charity believing that this change provides a more reliable, appropriate and accurate information about assets held by the charity. Valuations will be carried out on a regular basis to make sure that the carrying amount does not differ materially from the fair value of the asset at the end of the reporting period.

Depreciation rate values are as follows:

Land	-	Nil
Freehold buildings	-	2% - 10% straight line
Improvements to Leasehold Property	-	Over the lifetime of the lease
Fixtures and fittings	-	20% straight line
Equipment	-	15% straight line
Computer Software	-	15% straight line
Computer Hardware	-	25% straight line
Motor vehicles	-	25% straight line

Capital Expenditure in excess of £1,000 is capitalised.

c) Intangible Fixed Assets

Donor Database

This was developed internally and represents the cost of recruitment of donors who make a regular contribution to the charity, and is expected to generate income for the charity over a number of years. The cost of the campaigns to build donor databases is amortised over the period of these projected income streams. Due to increased uncertainties related to making reliable estimates of future income streams for future periods, it was considered prudent to make an impairment charge to write down the intangible value to zero in the previous year.

Guideposts Trust Limited

Notes to the Accounts (continued) for the year ended 31st March 2022

1. Accounting policies (continued)

HERE Development Costs

'HERE' is an information, advice and guidance (IAG) support service for people with a long term condition and their carers. 'HERE' forms part of the operational strategy to continuously develop and maximise on the intrinsic value that IAG has brought to the organisation over many years. The intangible asset relates to development of the current platform, product definition, delivery protocols and branding. The intangible value that IAG has brought to the organisation results in various income streams, not only from specific IAG services but also from donations, legacies and grants. Based on the value that IAG brings to the organisation, it is considered reasonable to amortise the intangible over a period of 7 years, taking into account specific IAG activity during the period. Due to specific funding ending in the previous year, and increased uncertainties related to future income streams, the intangible value was written down to zero in the previous year.

d) Restricted funds

The restricted funds include unspent income which has been received in response to specific appeals and grants towards services. Surplus funds at the completion of a project, if the funding body approves, or if the contract terms permit retention, are transferred to unrestricted funds, when it is clear they will not be utilised.

e) Pension costs

The Charity operates a group personal pension scheme. The assets of the schemes are held separately from those of the Charity in an independently administered fund. The pension cost represents contributions by the Charity to the fund, which are recognised when they become payable.

f) Income

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when the donor specifies that the grant or donation must only be used in future accounting periods.

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific performance conditions is recognised when earned (as the related goods or services are provided). Grant income included in this category provides funding to support activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

The charity receives government grants in respect of the Coronavirus Job Retention Scheme. These grants are recognised using the accrual model and as such are recorded in the Statement of Financial Activities in the period in which the charity is entitled to such grants as a result of having furloughed staff members.

Income is deferred when:

- Grants are received in advance for the accounting period to which they relate.
- If unspent restricted funds are potentially reclaimable by the funding body.

Where they are recognised in the accounts, gifts in kind or donated services are included at market value on the date of receipt.

g) Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

Guideposts Trust Limited

Notes to the Accounts (continued) for the year ended 31st March 2022

1 Accounting policies (continued)

h) **Expenditure**

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related grants are recognised as goods or services are supplied. Other grant payments are recognised when a constructive obligation arises that result in the payment being unavoidable.

- Costs of raising funds are those costs incurred in attracting voluntary income.
- Charitable activities include expenditure associated with the provisions of services and include both the direct costs, support costs and governance costs relating to these activities.
- Governance costs include those costs incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.
- Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating property costs by floor areas, or per capita staff costs by the time spent and other costs by their usage.

i) **Debtors**

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

j) **Creditors**

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

k) **Going concern**

The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements, including a revision of expectations for the potential impact of COVID-19 on the charity. A significant legacy receipt was received during this period which will bolster the cash position of the charity. Based on this, the budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern and therefore the accounts have been prepared on a going concern basis.

l) **Judgements and key sources of estimation uncertainty**

The trustees are required to make assumptions on the basis on which amortisation of intangible assets is calculated. These are included as best estimates at the date of calculation but present a significant risk in potentially causing a material adjustment to the balance sheet. During the prior year, the HERE development cost intangible was written off to zero through an impairment charge of £224,708 and the Donor Database intangible was written off to zero through an impairment charge of £131,689.

Guideposts Trust Limited

**Notes to the Accounts (continued)
for the year ended 31st March 2022**

2 Donations and legacies

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
General donations	520,971	-	520,971	550,779
Government and local authority grants	9,208	122,030	131,238	168,576
Legacies	194,175	-	194,175	654,620
	<u>724,354</u>	<u>122,030</u>	<u>846,385</u>	<u>1,373,975</u>

Included within Government and local authority grants for the Charity is £9,208 (2021: £93,979) of Government grants relating to the Coronavirus Job Retention Scheme.

3 Contracted Services & Grants received

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
Local Authorities & Other	652,353	-	652,353	479,749
The National Lottery Community Fund (TNLCF) – Friendship 4 All	-	-	-	17,780
TNLCF – HERE	-	-	-	48,841
TNLCF – Coronavirus Community Support	-	-	-	58,418
BBC Children in Need	-	22,948	22,948	23,226
Julia & Hans Rausing Trust – Charity Survival Fund	-	-	-	33,839
Hertfordshire Community Foundation	-	4,985	4,985	4,662
Barnwood Trust – Covid-19 Support	-	-	-	5,500
Oxfordshire Community Foundation - Covid-19 Relief	-	-	-	7,828
Gloucestershire Community Foundation - Coronavirus Recovery	-	-	-	5,000
Adrian Swire Charitable Trust	-	7,500	7,500	-
ScrewFix Foundation	-	5,000	5,000	-
Burford Garden Centre	-	15,000	15,000	-
Mayfield Home Trust	-	2,168	2,168	-
	<u>652,353</u>	<u>57,601</u>	<u>709,954</u>	<u>684,843</u>

4 Other operating income

	2022 £	2021 £
Miscellaneous income	3,525	2,105
Rental income	-	3,667
Interest received	267	18
	<u>3,792</u>	<u>5,790</u>

Guideposts Trust Limited

Notes to the Accounts (continued) for the year ended 31st March 2022

5 Net income/expenditure

	2022 £	2021 £
This is stated after charging:		
Auditors' Remuneration - audit of these financial statements	6,000	5,700
- other services – current year	1,200	1,100
- – prior year	-	-
- Value Added Tax	1,440	1,360
Depreciation and amortisation	15,424	375,499
Operating leases - land and buildings	29,000	15,900
Operating leases - other	7,185	8,425
Interest payable - bank loan interest	1,465	1,502
- hire purchase	984	1,120
- bank interest	-	-
	<u> </u>	<u> </u>

6 Employees

	2022 Number	2021 Number
The average number of employees during the year was:		
Project staff	60	58
Fundraising	4	4
Project/care administration	4	4
Administration	5	5
	<u> </u>	<u> </u>
	73	71
	<u> </u>	<u> </u>
	£	£
Their total remuneration was:		
Wages and salaries	1,175,193	1,146,854
Social security costs	77,838	79,431
Other pensions costs	58,680	58,806
	<u> </u>	<u> </u>
	1,311,711	1,285,091
	<u> </u>	<u> </u>

The charity operates a group personal pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost represents contributions by the charity to the funds, which are recognised when they become payable. Contributions owing amounted to £22,650 at 31st March 2022 (2021: £10,957) respectively.

None of the Trustees received any remuneration for their office and Trustees' expenses totalled £Nil for the year (2021: £ nil). Indemnity insurance of £490 (2021: £464) was paid in respect of the Trustees.

There was one employee with emoluments between £70,000 and £80,000 in the year (2021: one). The total paid to key management personnel in the year was £125,183 (2021: £137,182).

Guideposts Trust Limited

Notes to the Accounts (continued) for the year ended 31st March 2022

7 Taxation

The trust is a registered charity in accordance with Section 505 of the Income and Corporation Taxes Act 1988. As such it is not liable to pay corporation tax on any surplus applied for charitable purposes.

8 Analysis of Expenditure

	Staff Costs £	Support Costs £	Depreciation/ amortisation £	Other £	Total 2022 £	Total 2021 £
Charitable activities	1,181,311	136,731	15,424	340,596	1,674,062	1,776,899
Raising funds	130,400	22,269	-	98,598	251,267	366,248
	<u>1,311,711</u>	<u>159,000</u>	<u>15,424</u>	<u>439,194</u>	<u>1,925,329</u>	<u>2,143,147</u>

The allocation of Support Costs is shown in note 23. Other charitable activity costs represent other costs of delivering services and contracts. Client activities, travel, training and premises costs. Other costs of raising funds include the cost of direct mail activity.

Included within charitable activities is restricted expenditure of £191,482 (2021: £359,516).

9 Tangible Fixed Assets

	Freehold Buildings £	Freehold Land £	Fixtures, Fittings and Equipment £	Motor Vehicles £	Total £
Cost / valuation					
At 1st April 2021	312,000	98,000	484,116	26,454	920,570
At 31st March 2022	<u>312,000</u>	<u>98,000</u>	<u>484,116</u>	<u>26,454</u>	<u>920,570</u>
Depreciation					
At 1st April 2021	27,600	-	483,406	20,941	531,947
Charge for year	9,201	-	710	5,513	15,424
At 31st March 2022	<u>36,801</u>	<u>-</u>	<u>484,116</u>	<u>26,454</u>	<u>547,370</u>
Net book value					
At 31st March 2022	<u>275,199</u>	<u>98,000</u>	<u>-</u>	<u>-</u>	<u>373,199</u>
At 31st March 2021	<u>284,400</u>	<u>98,000</u>	<u>710</u>	<u>5,513</u>	<u>388,623</u>

All assets are held for charitable purposes.

Guideposts Trust Limited

**Notes to the Accounts (continued)
for the year ended 31st March 2022**

10 Revalued Tangible Fixed Assets

Two freehold buildings owned by the charity were revalued at 31st March 2018.

The basis for the revaluation was an external survey carried out by an independent valuer in July 2018 and his estimate of their value should they be placed on the open market.

The carrying amount for freehold buildings that would have been recognised at the end of the reporting period, had the assets be carried under the historical cost model is £197,410 (2021: £206,610). The gain on revaluation of £77,790 is shown within the funds analysis on the balance sheet as the revaluation reserve.

11 Debtors

	2022	2021
	£	£
Income debtors	81,169	84,294
Accrued income	72,015	69,376
Due from Be Free Young Carers	41,397	46,397
Prepayments	7,575	10,077
Accrued income tax/VAT recoverable	322	509
Provision for bad debts	(95,682)	(100,681)
	<u>106,796</u>	<u>109,972</u>

12 Cash at bank and in hand

Cash and current accounts	<u>1,420,841</u>	<u>1,297,351</u>
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13 Creditors: amounts falling due within one year

Bank loans (secured)	14,415	11,881
Trade creditors	30,082	43,741
Taxes and social security costs	46,900	32,986
Accruals and deferred income	124,439	165,225
Hire purchase	-	4,465
	<u>215,836</u>	<u>258,298</u>

Guideposts Trust Limited

**Notes to the Accounts (continued)
for the year ended 31st March 2022**

14 Creditors: amounts falling due after one year

	2022 £	2021 £
Bank loans (secured)	106,197	119,491
Hire purchase	-	6,316
	<u>106,197</u>	<u>125,807</u>
Maturity of bank loan (secured)		
- due in one year or less	14,415	11,881
- between one and two years	14,828	17,657
- between two and five years	47,074	61,995
- in five years or more	44,295	39,839
	<u>120,612</u>	<u>131,372</u>

A loan from Triodos Bank is secured on two freehold properties at a current interest rate of 3%.

The Bounce Back loan from HSBC is unsecured at a fixed interest rate of 2.5%, with repayments becoming due from December 2021.

15 Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases were:

	2022 £	2021 £
Land and buildings:		
Operating leases which expire:		
- within one year	9,772	3,000
- in the second to fifth years inclusive	47,450	42,517
	<u>57,222</u>	<u>45,517</u>
Equipment:		
Operating leases which expire:		
- within one year	-	-
- within the second to fifth years inclusive	19,688	26,636
	<u>19,688</u>	<u>26,636</u>

Guideposts Trust Limited

Notes to the Accounts (continued)
for the year ended 31st March 2022

16 Repayment of capital

	2022 £	2021 £
Decrease in borrowings		
Debt due within one year:		
Secured loans	(158)	-
Bounceback Loan	2,692	-
Debt due after one year:		
Secured loans	(9,355)	-
Bounceback Loan	(3,939)	-
	<u>(10,760)</u>	<u>-</u>

17 Analysis of net debt

	At 1st April 2021	Cash Flow	At 31st March 2022
Cash and cash equivalents	1,297,351	123,490	1,420,841
Bank loans due within one year	(11,881)	(2,534)	(14,415)
Bank loans due after one year	(119,491)	13,294	(106,197)
Hire purchase obligations	(10,781)	10,781	-
Net (debt) / cash	<u>1,155,198</u>	<u>145,031</u>	<u>1,300,229</u>

	At 1st April 2020	Cash Flow	At 31st March 2021
Cash and cash equivalents	21,411	1,275,940	1,297,351
Bank loans due within one year	(9,307)	(2,574)	(11,881)
Bank loans due after one year	(72,065)	(47,426)	(119,491)
Hire purchase obligations	(15,005)	4,224	(10,781)
Net (debt) / cash	<u>(74,966)</u>	<u>1,230,164</u>	<u>1,155,198</u>

Guideposts Trust Limited

Notes to the Accounts (continued) for the year ended 31st March 2022

18 Associated charitable company

Be Free Young Carers

A partnership agreement was signed on 21st February 2014 which enabled the Charity to enter into a Constitutional and Service Level Agreement with Be Free Young Carers which enables the Be Free Young Carers to share the resources of the Charity. At the date of the agreement, Guideposts provided financial support to enable Be Free Young Carers to maintain services whilst a long term strategic plan to develop and grow sustainable services to carers in the region for both organisations was researched and developed. To date the Charity has outstanding financial support totalling £41,397 to Be Free Young Carers by way of an intercompany loan. In the year ended 31st March 2020, the decision was made to provide against this loan as the extent of recoverability remains uncertain. A repayment of £5,000 was received during the year (2021: £5,000) and the provision adjusted accordingly. At 31st March 2022 the total provision against the loan was £41,397.

19 Ultimate Controlling Party

The Charity is controlled by a board of Trustees with no one person having overall control.

20 Related Parties

There were no related party transactions during the year.

Guideposts Trust Limited

Notes to the Accounts (continued)
for the year ended 31st March 2022

21 Reserves

2022

	Restricted Funds Projects £	Revaluation Reserve £	Unrestricted General Funds £	Total Funds £
Balance brought forward	27,026	77,790	1,307,025	1,411,841
Income for the year	179,631	-	1,912,660	2,092,291
Expenditure for the year	(191,482)	-	(1,733,847)	(1,925,329)
(Deficit)/surplus for the year	(11,851)	-	178,813	166,962
Balance carried forward	15,175	77,790	1,485,838	1,578,803
Analysis of net assets between funds				
Tangible fixed assets	-	77,790	295,409	373,199
Net current assets	15,175	-	1,296,626	1,311,801
Creditors falling due after one year	-	-	(106,197)	(106,197)
Total	15,175	77,790	1,485,838	1,578,803

2021

	Restricted Funds Projects £	Revaluation Reserve £	Unrestricted General Funds £	Total Funds £
Balance brought forward	106,851	77,790	850,605	1,035,246
Income for the year	279,691	-	2,240,051	2,519,742
Expenditure for the year	(359,516)	-	(1,783,631)	(2,143,147)
(Deficit)/surplus for the year	(79,825)	-	456,420	376,595
Balance carried forward	27,026	77,790	1,307,025	1,411,841
Analysis of net assets between funds				
Tangible fixed assets	-	77,790	310,833	388,623
Net current assets	27,026	-	1,121,999	1,149,025
Creditors falling due after one year	-	-	(125,807)	(125,807)
Total	27,026	77,790	1,307,025	1,411,841

Guideposts Trust Limited

Notes to the Accounts (continued) for the year ended 31st March 2022

21 Reserves (continued)

Unrestricted Funds

a) General Funds

These represent the reserves which are not designated for a specific purpose.

b) Revaluation Reserve

These represent the surplus on open market revaluation on two freehold offices owned by the Charity.

Restricted Funds

Projects

These funds represent the restricted unspent balances from several projects, which will be expended in subsequent accounting periods. Where the terms of the funding permit, unspent restricted funds are released to General Funds either when it is clear that all commitments relating to the project have been met for the period under review, for on-going projects, or at the end of the project life.

Where a project is forecast to have insufficient funding streams to fully cover its costs and if it is felt that the support of that activity would further the aims of the charity, the Trustees will decide to underpin that project from General Funds. Projects supported in this manner in the current year numbered 6, with a total value of £163,363 (7 in the previous year, with a total value of £27,902). This includes closure costs of services.

22 Allocation of support costs

The Trust allocates its support costs as shown in the table below. Support costs are allocated on the basis consistent with the use of resources.

Allocated to

	Charitable Activities	Costs of Raising Funds	2022 Total	2021 Total
General office	53,865	6,661	60,526	68,332
Information technology	56,801	8,169	64,970	11,100
Governance costs	8,008	-	8,008	8,000
Legal and other professional costs	18,057	7,439	25,496	26,117
	<u>136,731</u>	<u>22,269</u>	<u>159,000</u>	<u>113,549</u>

Analysis of charitable activities support costs

Community Care Services & Projects	100%
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