

Company Registration No. 1450892 (England and Wales)
Registered Charity No. 278720
Scottish Charity No. SCO39512

DAWLIFFE HALL
EDUCATIONAL FOUNDATION
(Company limited by guarantee)

DIRECTORS' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

DAWLIFFE HALL EDUCATIONAL FOUNDATION

CONTENTS

	Page
Directors' and Trustees' report	1 – 20
Auditors' report	21 - 23
Statement of financial activities and income & expenditure account	24
Balance sheet	25
Cash flow statement	26
Notes to the financial statements	27 - 37

DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

Permanent values in a changing world www.dhef.org.uk

The directors, who are also trustees are pleased to present their annual directors' report together with the financial statements for the year ended 31 December 2020 which are also prepared to meet the requirement for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).



DHEF encourages women young and old from different cultures and all social backgrounds to reach their full potential.

DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

CHAIR'S REPORT

What a year we have had! Together with everyone else on the planet we have had to deal with the effects of the pandemic which has affected everyone. Perhaps the most difficult aspect to cope with has been the lockdowns which prevented people from meeting each other. As a result we have been forced to find alternative ways of communicating and for a charity which deals a great deal with one to one and group contact the effect could have been very detrimental. Fortunately for all of us technology rose to the challenge with new paths of communication. What this meant for us all was a whole new learning curve. In DHEF we have made good use of the technological means available to us and our volunteers and beneficiaries to continue the support we give.

Educational activities have had to be at a distance. Counselling and support as well as spiritual activities such as recollections and retreats have taken place on line using platforms such as Zoom, Whats App, and others. Although not the same as face to face encounters they have enabled people who, for age, health or other commitments had not previously been able to attend activities, were able to log in and take advantage of the support being offered on line. Mothers, especially those having to juggle care of husband, children and work, all at home, were able to 'attend' talks and individual mentoring programmes arranged especially for them. Students too were able to take advantage of activities geared to helping them, and clubs here and abroad were able to interconnect their activities, cookery, quizzes, etc.

So, despite the lockdowns we found that using modern techniques of communication we were able to reach more people than before. Human contact is very important to our personal development and as a result of the lockdowns I think that we appreciate it much more. All this has lead us to review the Foundation and how it reaches out to help people. We have been looking to see how we can continue to offer our services by combining the use of modern technology together with personal interaction with our beneficiaries.

This will involve modernising our centres so as to be able to cater for the elderly and to the physically challenged. We would like to open a centre in the South of London. To release capital for this we decided to sell Glenalvon in Glasgow and to expand Hazelwood from where the activities in Scotland will be directed. We will be having a staff evaluation audit in order to maximise our staff and volunteers and so reach out to more people. We aim to get the DHEF website up and running so as to give details of all our activities and our policies.

Finally I want to give a very big thank you to all the people who have continued to support us throughout the pandemic when resources have been stretched for everyone. I include the many volunteers who have continued to work tirelessly throughout the year. Without their generous help we would have found the past year very difficult to survive. Thank you also to those who, unable to help physically, contributed financially to our projects despite the financial drain the pandemic has meant for all of us. With this combined support we look forward to reaching out to many more people in the years to come.



Ann Bennett
Chair

DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

OBJECTIVES AND ACTIVITIES

The charity's purposes as set out in the objects contained in the company's Memorandum are:

- The advancement of education and learning and the development of character in accordance with Christian principles and ideals
- To support, own and operate charitable educational establishments
- To assist, by the provision of grants or otherwise, the pursuit of education or research

In accordance with these objectives each of the properties we own operates as an educational centre and as a base from which the work of the charity is done. Our two main projects are

Ashwell House, a student residence situated in Hackney, London.
Hazelwood House, an educational and conference centre in Glasgow, Scotland.

Part of the work of the charity is to help people to give back to society and so the charity organises and supports social projects at home and abroad.

Vision

We believe that everyone should reach their full potential and be a caring and responsible member of the community. DHEF considers education to be the key to social inclusion, helping to develop useful skills, self-confidence and responsible attitudes.

Mission

To encourage and support families as the primary place where individuals are nurtured and helped to mature and where they learn to have regard to the needs of those around them. We do this by working in formal and informal educational projects, particularly with women, regardless of their age or cultural background.

Values

DHEF promotes respect for the individual, personal freedom, self-confidence and responsible attitudes in professional, private and public life.

Approach

In shaping our activities the trustees have considered the Charity Commission's guidance on public benefit (including the guidance 'public benefit: running a charity' (PB2)). In particular, the trustees consider how our planned activities contribute to our educational objectives. DHEF centres provide a warm and welcoming environment for women of all ages, offering opportunities to widen educational horizons and to take part in worthwhile volunteering projects. Our club activities support study particularly in the key areas of Maths and English. Our programmes

DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

encourage each young person to achieve. Our work with adults aims to offer practical help with personal, social and family development.

DHEF activities take place in over 50 locations in Britain. Volunteers play a vital role in the running of the charity's activities and we promote volunteering as a way of contributing to society as a whole. Volunteers became especially important during 2020 as many of our staff were furloughed due to the Covid-19 pandemic. The charity responded to the lockdown and suspension of many activities by rapidly familiarising itself with on-line and digital options such as Zoom in order to maintain contact with its members. As a result we reached more people and places in 2020 than was previously possible with our face to face activities in the centres.



Mental health : During the Covid-19 lockdown DHEF activities contributed to counteract the threat to people's mental health due to social isolation. Activities focused on the need to bring people into creative communication with each other. Zoom opened many areas in which young people, their peers, parents, grandparents and wider relations were able to engage in interactive projects to keep important social contacts open (Crafts, cooking, quizzes etc.) Study periods and connection with scheduled youth activities helped to provide structure and interest important for mental health during periods of social isolation for them and their families.

Our grant making is only to charities that share our ethos.

All DHEF educational centres include in some way the following two aspects:

1. Activities for young people where they can learn to widen their cultural horizons, explore and develop their capabilities, enjoy themselves, respect others, be challenged and be encouraged to give back by taking part in some social project such as visiting the elderly.
2. Family support through talks, guidance and mentoring, from the practical aspects of home management (hygiene, time planning, basic home repairs, healthy eating and budgeting) to relationship development and caring aspects.

DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

More specifically:



Ashwell House

www.ashwellhouse.org.uk

Ashwell House, offers a supportive atmosphere for university students from the UK and overseas in which to achieve academic excellence. In Ashwell they can enrich their cultural diversity outside their university disciplines. Enrichment opportunities include talks, group discussions, social events and volunteer activities reflecting the Ashwell ethos.

During the first three months of 2020 activities took place as planned. Talks covered aspects of science, economics and medicine as well as areas of current interest such as the United Nations. After lockdown talks and seminars continued on Zoom. This enabled Ashwell residents to take part in international Zoom meetings when people from different parts of the world shared their experiences of the pandemic and its global impact. Many of these conversations revealed a deep-seated spiritual hunger. Ashwell responded with an online seminar on mindfulness. (*'This was a great help when I was isolated for weeks' JO, London*). An average of 20 participants joined the Zoom Ashtalks and meetings.

Until March Ashwell housed 31 student residents. During lockdown 17 students, remained in Ashwell. They continued their studies on line. Due to staff being furloughed the students were asked to help with the running of the residence, including all housework, laundry, cooking and cleaning. Many of them had never

DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

done any domestic work and they were delighted to be taught professional skills in all household tasks. They enjoyed the teamwork. (*'This is great!'*, L, from Spain. *'We're learning really useful skills! I didn't know housework could be such fun,'* M, from the Philippines; *'I might try this when I get home!'*, J, from Birmingham). Socially distanced exercise and workouts took place in the hall or outside on the terrace.

In September Ashwell welcomed 25 new residents and introduced its Covid guidelines and protocol. Cultural talks began again and speakers included Ruth Kelly, former government minister, Dr Nicola Strickland, former President of the Royal Society of Radiologists, Marjory Clark on Understanding Etiquette and Alix de Brooms, of St Andrews University, on Heraldry Decoded. The Annual Christmas Carol Concert was live-streamed to 150 guests. Ashwell was able to host a Grand Christmas Dinner for residents. A Gingerbread House decorating contest concluded a challenging year on an entertaining note.

Commitment to social engagement: Ashwell residents are encouraged to take part in social projects. Before lockdown, they regularly helped in a local soup kitchen and collected unsold sandwiches from a nearby sandwich bar to distribute to homeless people in the neighbourhood. This offers opportunities to listen to and empathise with the difficulties suffered by the homeless and to consider how society could remedy the problem of homelessness.

Ashwell House is conducive to study. Its serious ethos is enlivened by talks, films and convivial get togethers. Ashwell Leavers keep the House in their hearts.

M, from Dubai, enjoyed Ashwell so much she confessed *"I don't know how to tell my parents that I don't want to go home [post Covid]. I'm learning so much and we're having such a good time I want to stay in Ashwell!"]*

160 residents and visitors attended Ashwell activities either in person or on line.

Hazelwood House

www.hazelwoodhouse.org.uk

In addition to its educational projects and its residential activities Hazelwood continued its outreach to the neighbourhood. The house had continued to grow as an informal meeting place for the local community.

Families and young people

During lockdown activities were tailored to continue on Zoom. Club mothers found themselves compelled to take on the new challenges of online activities and this collaboration with the parents was a positive asset to the club. Parents got to see its dynamics, how much the girls enjoy the activities, their friendships and the impressive contribution of the club leaders. Parents expressed their gratitude to the

DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

club for continuing the sessions on line. (*"We cannot say how much the online sessions have meant to E during this really difficult time of lockdown isolation", club parent*). Activities, in which many families joined, included quizzes (from Kahoot), photography, crafts – a weekly project such as mask making, a power point presentation introducing other members of their families to club members, the always popular cookery (*I really loved seeing what the others were making and seeing their kitchens and their mums!*, K, aged 12).



Interclub "Art Attack" Activity

Brigitte, one of the Tamezin Club Leaders, initiated a project involving several clubs whereby they took part in the 'Art Attack' challenge. Participants choose a famous painting (Joaquin Sorolla's *Sewing the Sail*, as above) and then imitate as closely as possible the subject of the painting, taking a photo of the result alongside the original picture and sending it to the coordinators for a Zoom 'picture gallery' power point show. This was awarded the Great Fun accolade.

SMART. For the lockdown sessions Hazelwood organisers and volunteers began by connecting with the girls at the usual times, finding topics to discuss together and, at this time, what seemed more valuable than the actual activities, was the ability to see each other and to exchange experiences. Club leaders were concerned that although exams were cancelled the girls should not lose their academic impetus and gave them encouragement and advice in persevering with school work. This provided some structure when the discipline of school was absent and helped parents many of whom were working from home.

It soon became clear that the planned social project summer trip to Valencia would have to be cancelled – a great disappointment as this was to be the highlight of the

DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

club year. (*"I can't believe we aren't going to go. It was going to be so great and now we're just stuck here in LOCK DOWN!!", J, disappointed club girl*).

Despite the necessary cancellation of some projects Hazelwood and other centres were able to connect through Zoom with a number of other DHEF presentations. The on line approach opened up a wide range of contacts and speakers internationally as well as at home.

Hillcrest, for instance, organised a Zoom talk 'The Richness of Internal Space' given by Bosco Gutierrez from Mexico. This online meeting of people from different centres was an unexpected and positive outcome of the Covid restrictions.

Club activities were able to resume in August due to special exemptions for youth work and in accordance with specific safety measures. This helped re-connect the girls before the next spell of lockdown.

Activities with Women Hazelwood's very successful programme Faith in the Family (how religious Faith can strengthen and support family stability) was delivered from Madrid. Online activities have had the beneficial effect that many women not able regularly to attend activities at Hazelwood, could join them on Zoom. Fundraising took a surprising turn as people confined to their homes used the time to declutter their houses and garages and, unable to access charity shops, sold items on Facebook Marketplace and other online markets. This contributed valuable funding towards the upkeep of the conference centre which had to cancel scheduled residential activities during the lockdown period.

DHEF's smaller Centres

www.dhef.org.uk

ACADEMIC AND STUDY PROJECTS

DHEF is an educational charity and working with young people is of paramount importance to us. Thus we offer opportunities for concentrated study in our centres at weekly study clubs and an intensive week-long residential revision course to support the girls' academic progress. Covid-19 meant suspension of many annual activities.

The Easter Study Course; Residential Study Weekends; Homework clubs:

These were difficult to replicate on line. However, to keep the girls motivated a Padlet scheme was created for them from Hillcrest. Padlet is a free online tool that is best described as an online notice board. Padlet can be used by students and teachers to post notes on a common page. The notes posted can contain links, videos, images and document files. The girls were each contacted on line by their

DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

club leader and were encouraged to set themselves an individual study plan which they entered on the notice board. This allowed them to compare study notes and progress. It also enabled them to post ideas, jokes and exchange experiences and was a valuable tool in overcoming isolation.

UNIV/ INCONTRO: This annual international conference held in Rome for university students and young professionals was cascaded globally on Zoom. Its theme was: NAVIGATE: Seeking a Solid Education in a Liquid Society. UNIV called for Young people to dare to reach for solid truth that lies beyond the reach of empirical science and to swim against the tide of fashionable thinking when necessary. They were sent Webinars for online participation.

YOUNG PEOPLE

Girls' Clubs. Many of our centres have youth clubs which offer girls aged 8 to 18 a range of creative and challenging activities, not always accessible to them at home or in school. Their aim is to widen their cultural horizons, discover and develop skills and encourage their social engagement, helping them to become aware of and respond to the needs of those around them. Club activities are roughly divided by age into Juniors (8-10) and intermediates and seniors (11-18). The activities and ethos of the clubs encourage the girls to spend their time constructively.

During lockdown many of these activities took place on line and the clubs quickly discovered new ways of being in contact with people. (*"We have reached further than we ever imagined", H, Club leader*).



One of the Tamezin Club girls volunteered to give English classes on Zoom to a club in Spain. The project lasted 5 weeks and was a great experience for personal growth.

During the summer term club activities were run on a weekly basis on Zoom. As much as possible the same club timetable was kept. (*"Thank you club team! The club continuing on zoom was a real treasure in this time we've been living through. Zam and family are really grateful!", Club mother*). Girls began to send pictures of cakes and craft items they had made. This led to a bake-off competition showing girls and their mothers working in their kitchens. The clubs were anxious to encourage this interactive and intergenerational bonding as a factor in maintaining mental health in families. Some new girls joined the clubs and Zoom meetings included girls from Qatar, Madrid and regions in the UK. (*"(Thanks to the clubs for what you do for our girls. Much appreciated in these difficult times!", Junior Club Mum*). Some older girls joined in a 4-week fashion project hosted on Zoom from

DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

New York. The project focused on learning how to communicate values and be influencers through fashion. Some 100 girls from all over the world took part.

As evidence emerged of the complete isolation from family and friends experienced by residents of care homes, club girls began a letter-writing project to the care homes they normally visited.

Letters of Hope', an initiative of Emily from Hillcrest Club, was for club girls to write to patients hospitalised by Covid-19 and unable to have visitors. ("We have really come on a journey during this time, with girls more aware of the value of friendship and the need to express care and love to those around them and those in need", Club leader).

Parents and club leaders reviewing girls and the activities over the year agreed *"They have enjoyed sharing images of their homes and families and this has led to a greater appreciation of home life and a sense of belonging. Many have found new spiritual insights through the books and films suggested on line. Some girls asked for a retreat and 12 attended a weekend retreat in October. I think there has been impressive character development over this year ("A, Club leader).*

A Christmas Card competition led to the putting together a presentation of Christmas images for a Christmas slide show at the local care home. The girls sang carols which they incorporated with the images. They also made a Zoom visit to a care home for special needs adults. The girls sang carols and recited Christmas poems

SUMMER PROJECTS

Instead of the planned social projects overseas girls took part in a social project closer to home. They tidied and weeded the garden, cleaned the church and organised books and cupboards in a Richmond parish (*"I had been looking forward to the challenge of the Greece project, but, actually, this turned out to be lots of fun as well as quite hard work!", L, club girl.*)

Some 144 girls participated in Club activities.

DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

YOUNG ADULTS



Young professional volunteers in Ashwell House, Rydalwood, Pembridge and other centres regularly organise programmes of well-attended meetings for students and young professional women. Their aim is to introduce them to cultural, philosophical and social ideas outside their work as well as opening possible new personal and professional vistas. Prior to Lockdown, Pembridge talks included 'Finance in 2020', a presentation by Lorenzo Baldassini, vice president the solutions and analytics team of PIMCO, a global management firm. He explored questions such as finance and ethics and tips for finance; Ella Leonard, chair of PACT Educational Trust, spoke on 'Success in the Workplace from a Mother's Perspective and Maintaining a Healthy Work/Life Balance; Alexandra Loewe, ADHD and Mindfulness Coach, gave a talk, 'Upwards and Onwards: how to bounce back from adversity and the six domains of resilience'. (*"These talks have been a success as they touched some key points, especially the values prevalent in the working environment. They also gave the opportunity to form new friendships, so valuable to a stranger in the UK like myself", CB, young professional*).

Covid-19 cut short further live talks. However, those attending activities were able to join on line talks organised by other centres, for example, the talk given on Zoom by Bosco Gutierrez in Mexico who spoke of his kidnapping ordeal and how his faith enabled him to face the situation and escape. He was interviewed on Instagram for a live question and answer session. His talk resonated with many of his hearers. (*"He was so brave and modest and his faith came across as so natural. It really made me think", R, young professional*). (*"When I consider how we complained about our 'sufferings' in social isolation during lockdown I was humbled when I saw how daunting Bosco Gutierrez's ordeal was in comparison. I'm so grateful we were able to join this thought provoking talk," B, law student*).

DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

Young women attending the groups and benefitting from Zoom sessions come from a wide international spectrum which includes Romania, Benin, Nigeria, France, Spain, Columbia, Trinidad, Equador, The Philippines, Ethiopia, as well as the UK.

SUPPORTING WOMEN AND FAMILIES

Toolkit: The subject of the annual Toolkit weekend conference was 'Who is My Neighbour?' The talks and workshops examined the need to reach out and care for those around us, especially in the present reality of Covid. There was a workshop on solidarity, compassion and 'temperament' (how we respond to others) and there were many personal testimonies including the kindness of strangers in an alien culture (Jordan). The conference took place on Zoom and 66 women attended. (*"...I found it useful and on Zoom I could participate; being a single parent I can't leave my children", L*); (*"The conference has set a platform to start engaging in social consciousness and who is my neighbour? Especially relevant in the present pandemic!", R*).

WHO IS MY NEIGHBOUR?

JOIN US LIVE
VIA ZOOM

See email below to
register your interest
and receive the link

A SERIES OF TALKS & WORKSHOPS
ON CATHOLIC
SOCIAL TEACHING:
TOPICS TO INCLUDE
SUSTAINABILITY,
DIGNITY, SOLIDARITY,
AND CARE OF THE
MARGINALISED.

ONE DAY ONLY
CONFERENCE
SATURDAY
16TH MAY
10AM TO 3PM

TOOLKIT WEEKEND CONFERENCE
£150 | 17.30 Start | Wickenden Manor, East Grinstead.
For more info contact: alexandraloewe@gmail.com

WE'RE GOING Virtual!

Zoom offered an opportunity for a number of international get togethers celebrating the achievement of women in DHEF. From Kenya Olga Marlin described how she founded the successful Kianda educational project, This began with a women's secretarial college to help opportunity-poor women access professional careers. It was followed by the foundation of the large and academically excellent Kianda School. A world class university was established in Nairobi.

234 families attended activities.

DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

VOLUNTEERS

Volunteering changed, of necessity, during lockdown. Recruiting activities which normally take place on a person to person basis were suspended. However, in addition to our regular volunteer base, parents and grandparents volunteered their skills in response to the crisis. Despite Covid restrictions, our volunteers were innovative in preparing and running alternative activities. Zoom and social media became the main fields of voluntary activity.

Volunteers:

- organised virtual cookery classes and competitions for club girls and their mothers
- ran a weekly online quiz.
- recommended booklists for children and adults.
- reviewed interesting films.
- forwarded jokes to cheer everybody up.
- sent suggestions for menus.
- posted enlivening talks and amusing glimpses of family life.
- kept in touch by phone or letter with isolated elderly people or those locked down in care homes.
- helped with shopping.

The Thursday clapping presented opportunities for creating community. Volunteers consolidated a network of vitality and goodwill. During the interval between the first and second lockdown they took up their usual activities where permitted, especially in the girls clubs.

The pandemic broke down many barriers at home and offered our volunteers opportunities for international outreach. 225 contacts were made in Africa, Singapore, The Philippines, The United Arab Emirates, Italy, Spain, Mexico. (*"I had a most moving conversation with a young woman searching for the meaning of life in response to the suffering caused by the pandemic", N, from Birmingham*). Volunteers were able to offer sympathetic support or to put people in touch with helpful organisations by phone or online. (*"I think that by being so involved with other people, one learns to move out of one's own comfort zone and become more understanding of others", J, new volunteer*).

191 regular volunteers offered their services in DHEF activities.

Around 1,370 women and girls attended activities of the chariy.

DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

FINANCIAL REVIEW

The Charity was not spared from the financial repercussions of the restrictions and lockdowns imposed due to Covid 19. Ashwell and Hazelwood suffered a downturn in income as both rely heavily on residential fees and activities which were highly restricted during 2020.

Ashwell lost more than half its students while Hazelwood had to cancel most of its residential courses. Both ran on skeleton staff and were fortunate enough to benefit from the Governments funded Coronavirus Job Retention Scheme (CJRS).

Ashwell was unable to make any contribution to the Charity this year, for apart from the loss of fees, the urgent need to replace the boilers and meet requirements of fire safety regulations meant DHEF had to provide a £230,000 intercompany loan for Ashwell to complete these works. The residence plans to operate at full capacity from September 2021 and expects to make a healthy contribution to the Charity in the following year.

Hazelwood was slightly better off as reserves from the previous year and a few residential activities over the summer allowed the conference centre to meet almost half of its budgeted contribution for the year.

With regard to other income streams, it must be noted that Donations in 2019 (£1,208,429) were exceptional due to the Charity's building fund raising campaign which resulted in some large one-off donations. Our donors have in fact remained loyal throughout the pandemic and total donations in 2020 of £869,127 was 20% more than 2018 income of £721,627.

Operating profit was hampered by a drop of income and an increase in expenditure attributed to the following factors:

- DHEF drop of £215,070 in income fees from Ashwell and Hazelwood due to the Covid restrictions.
- Ashwell expenditure of £312,825 (2019: £93,194) on maintenance to meet fire regulations and upgrade all fire doors, safety lights and fire alarms as well as replace all boilers.
- The termination of the lease with PACT for 1 Chelsea Embankment in August 2021 caused the recognition of a loss of £236,847
- Foreign exchange loss of £85, 279

DHEF trustees made the decision to sell one of its properties in Glasgow. This sale cushioned the impact of this year's lower operating profit and contributed to a healthy exceptional income of £918,167.

DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

Reserves Policy

DHEF holds its properties in order to deliver the charitable educational aims, and so these properties are not considered as part of the charity's reserves as their sale would impact the ability of the charity to deliver its objectives.

DHEF does need to hold reserves for two main reasons. Firstly, reserves are required to deal with temporary or permanent reductions in unrestricted income. And secondly a considerable amount of the charity's loans and repayment schedules are denominated in Euro and therefore the charity is exposed to Euro exchange rate differences.

At 31 December 2020 the charity held reserves of £18,117,354 (2019: £17,038,917). Those funds held as fixed assets for charitable purposes are £12,477,757 (2019: 12,180,234), and a general fund of £5,639,597 (2019: £4,858,682). The Board considers this position to be satisfactory and reviews the reserves levels regularly.

Risk Management

The directors are aware that DHEF's activities depend to a large extent on voluntary donations. A large proportion of these donations come from long-term supporters involved in the activities carried out in the centres they are funding. Extensive efforts are made to maintain relationships with these supporters and to increase their numbers. The wide spread of donors across the United Kingdom mitigates the risk from any one donor. The charity does also receive unsecured loans from these donors and has flexible terms and conditions to repay them when required by the private lender.

The fees charged for residential activities are commensurate with other similar services and are set to cover the cost of running such activities.

Grants given for specific activities or educational activities are strictly applied to those activities and efforts are made to ensure the costs are kept in line with the funding available.

The directors also recognise that the charity is subject to operational and financial risks and they believe they have procedures in place to reduce these risks:

- To human life and welfare, by the adoption of health and safety policies and training
- To young and vulnerable people, by having in place suitable policies and procedures
- To operational fixed assets by appropriate maintenance and insurance
- To charity resources by appropriate control procedures

DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

Structure, governance and management

Governing Document

Dawcliffe Hall Educational Foundation, also known as DHEF, is a company limited by guarantee (Company Registration No. 1450892) governed by a Memorandum and Articles of Association incorporated on 26th September 1979 and registered as a Charity, No. 278720 in England and Wales and SCO39512 in Scotland.

Organisation

We operate a devolved management structure, which enables us to respond better to local needs and to foster initiatives at ground level. Our local Management Committees deal with the day-to-day management of the centres in accordance with the ethos of the Charity. They set their own priorities, addressing identified needs, and may propose a national project to the Executive Committee and Trustees. The Executive Committee ensures the smooth running of the Charity. It provides support for individual and national projects as and when required. The Trustees meet at least quarterly to make policy decisions and are kept fully aware of the activities of the Charity. The Trustees of DHEF Scotland are the same as those of DHEF. During 2020 we employed 4 members of staff in Scotland.

Appointment of Trustees

Nominations/applications to become a Trustee are sent to the Trustees who interview the person and explain the Charity and its aims to them. Appointment of successful applicants is then made by following the procedures set out in Articles 47 & 48 of the Articles of Association. As stated in the Charity's Articles of Association, one third of the Trustees shall retire by rotation at the Annual General Meeting. There is a policy for the provision of an induction pack to be given to all new Trustees which is kept up to date. There is no formal policy for the training of Trustees but each Trustee keeps up to date through Continuing Professional Development, attending courses, etc.

Ana Ferrer tendered her resignation as Chair of DHEF at the Trustees' meeting in October. The Trustees regretfully accepted her resignation and expressed their gratitude for her services to the charity.

Maria Alvarez de Toledo was appointed as a new Trustee and Ann Bennett was appointed as Chair of the Trustees at the same meeting.

Ann Bennett received no disbursement in relation to her work as the Charity's solicitor.

DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

Pay and Remuneration of Key Management Personnel

The key management personnel of the charity, comprise the Trustees, the Chief Executive Officer, and the Managers of Ashwell and Hazelwood House respectively. The charity is fortunate to have staff with amazing loyalty to the charity who strongly identify with the objects of the charity. The remuneration of our staff is set in line with the financial consideration of the charity and government guidelines on staff pay.



DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

Reference and administrative details

Locations

Ashwell House
Shepherdess Walk
London N1 7NA

Dawliffe Hall
2 Chelsea Embankment
London SW3 4LG

Hazelwood
52 First Gardens
Glasgow G41 5NB

Hillcrest
33 Plough Lane
Purley
Surrey CR8 3QG

Pembridge House
29 Pembridge Square
London W2 4DS

Rydalwood
43 Pine Road
Manchester M20 0UZ

Winton
114 Banbury Road
Oxford OX2 6JU

Woodlands
12 Gunnersbury Avenue
London W5 3NJ

www.dhef.org.uk

DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

Company number	1450892
Registered charity number	278720
Scottish charity number	SCO39512
Registered office	10 Wellesley Terrace London N1 7NA
Auditor	Rouse Audit LLP 55 Station Road Beaconsfield Bucks HP9 1QL
Banks	HSBC Bank plc Kensington & Chelsea Commercial Banking Centre Heathrow House 785 Bath Road Cranford, Middlesex TW5 9AT Royal Bank of Scotland Charities & Not for Profit Sector 6 th Floor, 1 Princes Street London EC2R 8BP
Solicitor	Ann C. Bennett 2 Chelsea Embankment London SW3 4LG
Chief Executive Officer	Isabel Abad
Directors, who are also trustees	Ann Catherine Bennett (Chair) Caroline Sanderson (Secretary) Mary Mulhall Marta Sauri Vivian Chinwe Nzewi Anna Burbidge Maria Alvarez de Toledo

DAWLIFFE HALL EDUCATIONAL FOUNDATION

REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

Directors' and Trustees' responsibilities

The Directors (who are also trustees of Dawliffe Educational Foundation for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company and Charity law requires the directors to prepare a financial statement for each financial year which gives a true and fair view of the state of affairs of the company and of its financial activities for the period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards and statements of recommended practice 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 company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement of disclosure to auditor

As far as the directors are aware, there is no relevant audit information of which the company's auditors are unaware. The directors have taken all the steps that they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

Signed



Ann Catherine Bennett
Chair

Date

30 September 2021

DAWLIFFE HALL EDUCATION FOUNDATION

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF DAWLIFFE HALL EDUCATIONAL FOUNDATION

Opinion

We have audited the accounts of Dawliffe Hall Education Foundation (the 'charity') for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the notes to the accounts, 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 accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2020 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, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 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 Auditor's responsibilities for the audit of the accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts 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 other information comprises the information included in the annual report, other than the accounts and our auditor's report thereon. The Trustees are responsible for the other information. Our opinion on the accounts does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006 and the Charities Accounts Regulations 2006

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

DAWLIFFE HALL EDUCATION FOUNDATION

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF DAWLIFFE HALL EDUCATIONAL FOUNDATION

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

Matters on which we are required to report by exception

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

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 requires us to report to you if, in our opinion:

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

Responsibilities of Trustees

As explained more fully in the Statement of Trustees' Responsibilities, the Trustees' (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, the Trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the company or to cease operations, or have no

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with the Acts and relevant regulations made or having effect thereunder.

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

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.

The extent to which the audit was considered capable of detecting irregularities including fraud

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

- the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- through discussions with the trustees and other management and from our commercial knowledge and experience of the charitable sector providing services to unpaid carers, we identified the laws and regulations applicable to the charitable company; and focusing on the specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charitable company, we assessed the extent of compliance with those laws and regulations identified above through making enquiries of management and inspecting relevant correspondence.

DAWLIFFE HALL EDUCATION FOUNDATION

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF DAWLIFFE HALL EDUCATIONAL FOUNDATION

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

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

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

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

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

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

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

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

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's 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, and to the charitable company's trustees, as a body, in accordance with the section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) 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.

Rouse Audit LLP

Leighton Bower (Senior Statutory Auditor)
for and on behalf of Rouse Audit LLP

Chartered Accountants
Statutory Auditor

1st October 2021
55 Station Road
Beaconsfield
Bucks
HP9 1QL

DAWLIFFE HALL EDUCATIONAL FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES AND INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Total 2020 £	Total 2019 £
<u>Income</u>			
Donations and Legacies	2	869,127	1,208,429
Charitable Activities	3	447,043	662,070
HMRC furlough grant		58,513	-
Other Trading Activities	4	224,991	352,723
Investments	5	11,317	14,142
Total		1,610,991	2,237,364
<u>Expenditure on:</u>			
Costs of Raising Funds		-	311
Charitable activities		1,365,442	1,181,613
Exchange Rate Variance		85,279	-
Total	6,7	1,450,721	1,181,924
Operating Profit	9	160,270	1,055,440
Other income (exchange rate variance)		-	86,988
Profit on sale of assets		918,167	2,740,753
Net movement in funds		1,078,437	3,883,181
Fund Balances At 1 January 2020		17,038,917	13,155,736
Fund Balances At 31 December 2020		18,117,354	17,038,917

The statement of financial activities and income and expenditure account has been prepared on the basis that all operations are continuing operations. There are no recognised gains and losses other than those passing through the statement of financial activities and income and expenditure account.

The statement of financial activities also complies with the requirements for an income and expenditure account under Companies Act 2006.

DAWLIFFE HALL EDUCATIONAL FOUNDATION

BALANCE SHEET AS AT 31 DECEMBER 2020

		2020		2019	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	14		12,477,757		12,180,234
Current assets					
Debtors: amounts falling due within one year	15	151,231		236,129	
Loan to PACT falling due within one year	15	507,000		-	
Debtors: amounts falling due after more than one year	15,19	6,142,543		6,142,543	
Loan to PACT falling due after more than one year	15	520,000		1,027,000	
Cash at bank and in hand	22	1,336,523		698,119	
		8,657,297		8,103,791	
Creditors: amounts falling due within one year	16	(1,940,622)		(1,723,429)	
Net current assets			6,716,675		6,380,362
Total assets less current liabilities			19,194,432		18,560,596
Creditors: amounts falling due after more than one year	17		(1,077,078)		(1,521,679)
Funds	18,20		18,117,354		17,038,917
Unrestricted					
General Fund			5,639,597		4,858,683
Designated Fund			12,477,757		12,180,234
			18,117,354		17,038,917

The notes on pages 27 to 37 form part of these accounts.

Approved by the Board and authorised for issue on

2020



C. Sanderson
Director
Company Registration No. 1450892

DAWLIFFE HALL EDUCATIONAL FOUNDATION

CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020

		2020		2019	
	Notes	£	£	£	£
Net cash flows from operating activities	22		588,236		1,043,514
Cash flows from investing activities					
Purchase of property, plant and equipment		(634,475)		(3,518,828)	
Proceeds from sale of assets		1,022,533		3,441,979	
New loan provided to PACT		-		(520,000)	
Interest received		11,317		14,142	
Net cash flows from investing activities			399,376		(582,707)
Cash flows from financing activities					
New short term loans		150,000		-	
New long term loans		54,500		123,888	
Repayment of long-term non secured loans		(545,107)		(541,339)	
Interest paid		(8,601)		(13,404)	
Net cash flows from financing activities			(349,208)		(430,855)
Net increase/(decrease) in cash and cash equivalents in the year			638,404		29,952
Cash and cash equivalent at the beginning of the year	22		698,119		668,167
Cash and cash equivalents at the end of the year	22		1,336,523		698,119

DAWLIFFE HALL EDUCATIONAL FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1. Accounting policies

1.1 Accounting convention

The financial statements are prepared under the historical cost convention.

1.2 Compliance with accounting standards

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: 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 1 January 2019) – (Charities SORP (FRS 102)), the Financial Reporting standard applicable in the UK and republic of Ireland (FRS 102) and the Companies Act 2006.

DHEF 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 note(s).

1.3 Objects and organisation

DHEF encourages families and especially women of all ages and cultures and from every sector of society to reach their potential through formal and informal educational projects. DHEF has a Christian ethos and in its activities promotes respect for the individual, personal freedom, self-confidence and responsible attitudes in professional, private and public life.

We operate in a devolved management structure which enables us to respond better to local needs and foster initiative at ground level. Our local Management Committees deal with the day-to-day management of the centres in accordance with the ethos of the charity. They report to an Executive Committee which in turn is responsible to the Trustees.

Dawcliffe Hall Educational Foundation is a registered charity for the advancement of education within the Christian ideal, incorporated under the Companies Act 2006, limited by guarantee and having no share capital. It is organised as follows:

Ownership of various properties, the financing of the related mortgages, fundraising activities and general administration are the responsibility of the Foundation. The operation of the properties is the responsibility of the various house management committees and they are run in accordance with the principles of the Foundation and to achieve its objectives. In order to comply with the Charities SORP and as advised by the Charity Commissioners, the financial statements include the results of two of the management committees, as they are deemed to be branches within the meaning of the SORP. These are Ashwell House and Hazelwood House. Those of some smaller management committees are not included. All transactions between the company and these management committees have been eliminated on consolidation.

1.4 Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received, and amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

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. All incoming resources are sourced from the United Kingdom.

DAWLIFFE HALL EDUCATIONAL FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

1. Accounting policies (Continued)

1.5 Donated services and facilities

In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised. We are very aware of the great benefit the charity receives from all its volunteers. Please refer to the trustee's annual report for more information about their contribution.

1.6 Interest receivable

Interest on funds 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 Bank.

1.7 Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the cost of organising any fundraising activity as well as costs associated with fundraising such as salary costs or administration of on-line collecting agencies overheads.
- Charitable activities include costs necessary for the work of the charity such as staff and running costs. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

1.8 Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include the cost of employing the staff in the head office where the administration of the charity is done.

1.9 Tangible fixed assets and depreciation

Tangible fixed assets, other than freehold land, are stated at cost less depreciation. Direct costs of tangible assets are capitalised when the management committee believes the asset will be of long-term benefit to the charity. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life. Most fixtures and fittings are depreciated over ten years, with the exception of computers which are depreciated over 3 years. However, one of the management committees, whose results have been included, has a small amount of office equipment which is depreciated over 5 years.

Land and buildings freehold	Buildings – over 100 years straight line
Fixtures, fittings & equipment	Over 3, 5 & 10 years straight line

1.10 Debtors and Creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

1.11 Loans and borrowings

Loans and borrowings are initially recognised at the transaction price including transaction costs. Subsequently, they are measured at amortised cost using the effective interest rate method, less impairment. If an arrangement constitutes a finance transaction it is measured at present value.

DAWLIFFE HALL EDUCATIONAL FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

1. Accounting policies

(Continued)

1.12 Concessionary loans

Concessionary loans include those payable to third parties which are interest free or below market interest rates and are made to advance charitable purposes. Where loans are repayable on demand within one year, the loan is measured at cost. Where loans are repayable in more than one year, the loan is initially measured at the amount received with the carrying amount adjusted in subsequent years to reflect repayments.

1.13 Impairment

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount.

1.14 Foreign Currency translation

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. All differences are shown in other expenditure on the statement of financial activities and income and expenditure account.

1.15 Going Concern

The COVID-19 pandemic continues to have significant impact on the charity sector. The trustees taking due note of the possible extended impact of the pandemic on the general economic and financial situation are keeping close watch over the income streams of the Charity. The decision of the trustees to sell one of the properties in Scotland has provided a substantial cash reserve which assures the ability of the Charity to meet its obligations as they fall due in the 12 month from the date of the approval of these financial statements. The trustees therefore consider that the charity has sufficient cash resources and consequently are satisfied that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, the financial statements have been prepared on the going concern basis.

The financial statements have been prepared on a going concern basis. It should be noted that the continued operations of the foundation are reliant on the support of its loan holders and continued donations. The directors have no reason to doubt that these will continue to be available to the company.

1.16 Judgements and key sources of estimation uncertainty

The key assumptions concerning the future and other key sources of estimation uncertainty at the reporting date that have a significant risk of causing material adjustment to the carrying amounts of assets and liabilities within the next financial year are depreciation and future costs associated with the Orme Court properties (see note 19). Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life.

2. Donations and Legacies

	DHEF	Ashwell House	Hazelwood	Total 2020	Total 2019
Donations	814,056	-	54,152	868,208	1,204,825
Fundraising	-	-	919	919	3,604
Unrestricted	814,056	-	55,071	869,127	1,208,429

There were no restricted donations during 2020 (2019: £Nil).

DAWLIFFE HALL EDUCATIONAL FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

3. Income from charitable activities

	DHEF	Ashwell House	Hazelwood	Total 2020	Total 2019
Fees	528	274,519	69,462	344,509	588,450
Contributions	102,534	-	-	102,534	73,620
Grants	36,138	22,375		58,513	-
Unrestricted	139,200	296,894	69,462	505,556	662,070
Restricted	-	-	-	-	-

4. Income from other activities

The charity receives the rental income net of any expense for the properties it has an agreement to purchase from Netherhall Educational Association (see note 19). The charity also receives the rental income from 1 Chelsea Embankment.

5. Investment Income

All of the Charity's investment income £11,317 (2019: £14,142) arises from money held in interest bearing deposit accounts.

6. Analysis of expenditure on charitable activities

	DHEF	Ashwell House	Hazelwood	Total 2020
Activities undertaken directly	228,602	591,566	83,344	903,512
Grants - to individuals				
Grants to other charities	68,925	-	-	68,925
Support costs	275,103	58,951	58,951	393,005
	572,630	650,517	142,295	1,365,442
<u>Governance & Support costs</u>				
Head office salary costs	68,814	14,746	14,746	98,306
Head office & insurance costs	26,716	5,725	5,725	38,166
Interest Paid	6,682	1,432	1,432	9,546
Depreciation	162,811	34,888	34,888	232,587
Governance	10,080	2,160	2,160	14,400
	275,103	58,951	58,951	393,005

Support costs are allocated based on the space occupied. Expenditure on charitable activities was £1,365,442 (2019: £1,181,613) all unrestricted.

DAWLIFFE HALL EDUCATIONAL FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

7. Summary analysis of expenditure and related income for charitable activities

	DHEF	Ashwell House	Hazelwood	Total
Costs	(228,602)	(591,566)	(83,344)	(903,512)
Fees	<u>139,200</u>	<u>296,894</u>	<u>69,462</u>	<u>505,556</u>
Net cost funded from other income	<u>(89,402)</u>	<u>(294,672)</u>	<u>(13,882)</u>	<u>(397,956)</u>

8. Interest Payable

	2020	2019
	£	£
Interest payable on non-secured loans	<u>8,601</u>	<u>13,404</u>

9. Net income/(expenditure) for the year

This is stated after charging:	2020	2019
	£	£
Depreciation of tangible assets	232,587	193,914
Audit fee	14,400	14,400
Interest payable	8,601	13,404
Foreign exchange loss	85,279	-
	<u>340,867</u>	<u>221,718</u>

10. Taxation

As a charity, the Foundation is able to recover tax on donations received under gift aid. Taxation recoverable represents tax on donations less tax withheld on payments of loan interest. The charitable company is exempt from corporation tax on its charitable activities.

11. Grants paid out

	2020	2019
	£	£
Paid to institutions	68,925	89,813

DAWLIFFE HALL EDUCATIONAL FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

12. Analysis of Staff Costs, trustee remuneration and expenses, and the cost of key management personnel

Number of employees

The average monthly number of employees (including directors) during the year was:

	2020	2019
Delivery of charitable activities	24	26
Management and administration	4	4
	<hr/>	<hr/>
	28	30
	2020	2019
	£	£
Wages and salaries	317,417	389,561
Social security costs	34,213	10,651
Pension costs	11,911	13,326
	<hr/>	<hr/>
	363,541	413,538

No employees earned £60,000 p.a. or more (2019: nil).

In accordance with the Charities Act 1993 and as allowed by the Memorandum and Articles of the Charity payments were made to 3 trustees: Caroline Sanderson, Vivian Chinwe Nzewi and Ana Ferrer. Miss Sanderson was paid only £729 (2019: £6,552) as she retired in January from her role as volunteer co-ordinator of the DHEF project in Oxford. Mss Nzewi likewise resigned from her position as Manager of Ashwell House in September and was paid £13,522 (2019: £14,656). Ana Ferrer, previously appointed Project Manager of the Ashwell Refurbishment Project, was paid £22,120 (2019: £5,600) for professional services completed in December 2020. Miss Ferrer resigned as trustee of DHEF in October 2020. The trustees believe that these payments to the trustees were in the best interest of the Charity and provided a significant and clear advantage over all other options. No other charity trustee was paid or received any other benefits from the Charity (2019: £nil) neither were they reimbursed expenses during the year (2019: £nil).

The key management personnel of the charity comprise the trustees, the Chief Executive Officer, and the Managers of Ashwell and Hazelwood House respectively. The total employee benefits of the key management personnel of the Foundation were £62,355 (2019: £64,626).

13. Related party transactions

The following directors have made loans to the company. These have no fixed repayment terms and are disclosed in the accounts under creditors falling due within one year. No interest was due or paid during the year.

	2020 £	2019 £
A. Bennett	24,000	24,000
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DAWLIFFE HALL EDUCATIONAL FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

Trustees, Key Management Personnel, and their families may give donations to DHEF.

	2020 £	2019 £
A. Bennett	650	1,300
C. Sanderson	-	1,425
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14. Tangible fixed assets for use by the charity

	Land and buildings freehold £	Fixtures, fittings & equipment £	Total £
Cost			
At 1 January 2020	14,107,739	1,177,707	15,285,446
Additions	-	634,475	634,475
Disposals	<u>(147,049)</u>	<u>(10,576)</u>	<u>(157,625)</u>
At 31 December 2020	<u>13,960,690</u>	<u>1,801,606</u>	<u>15,762,296</u>
Depreciation			
At 1 January 2020	2,265,066	840,146	3,105,212
Charge for the year	129,640	102,947	232,587
Depreciation on disposal	<u>(42,682)</u>	<u>(10,577)</u>	<u>(53,259)</u>
At 31 December 2020	<u>2,352,024</u>	<u>932,516</u>	<u>3,284,540</u>
Net book value			
At 31 December 2020	<u>11,608,666</u>	<u>869,090</u>	<u>12,477,756</u>
At 31 December 2019	<u>11,842,673</u>	<u>337,561</u>	<u>12,180,234</u>

15. Debtors

	2020 £	2019 £
Tax recoverable	36,259	36,998
Other debtors	114,972	199,131
Loan to PACT	1,027,000	1,027,000
Deposits and shortfalls (see note 19)	6,142,543	6,142,543
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	7,320,774	7,405,672
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DAWLIFFE HALL EDUCATIONAL FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

Amounts falling due after more than one year and included in the debtors above are:

	2020 £	2019 £
Loan to PACT	520,000	1,027,000
Deposits and shortfalls (see note 19)	6,142,543	6,142,543

16. Creditors: amounts falling due within one year

	2020 £	2019 £
Bank and other loans	291,027	286,142
Concessionary loans	1,573,354	1,388,854
Taxation and social security	1,738	4,786
Other creditors and accruals	74,502	43,649
	<u>1,940,621</u>	<u>1,723,431</u>

All the loans are unsecured loans.

17. Creditors: amounts falling due after more than one year

	2020 £	2019 £
Other loans	-	291,027
Concessionary loans	<u>1,077,078</u>	<u>1,230,652</u>
	<u>1,077,078</u>	<u>1,521,679</u>

Analysis of loans

Not wholly repayable within five years by instalments	199,745	270,652
Wholly repayable within five years	<u>2,741,714</u>	<u>2,926,023</u>
	2,941,459	3,196,675
Included in current liabilities	<u>(1,864,381)</u>	<u>(1,674,996)</u>
	<u>1,077,078</u>	<u>1,521,679</u>

Loan maturity analysis

Between two and five years	877,333	1,251,027
In five years or more	<u>199,745</u>	<u>270,652</u>

Interest on unsecured loans totalling £291,027 is at a fixed rate ranging from 0% and 1.7%. The concessionary loans amount to £ 2,650,432, and are non-interest bearing and not secured.

DAWLIFFE HALL EDUCATIONAL FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

18. Fund reconciliation

Unrestricted Funds	1 January 2020	Income	Expenditure	Transfers	31 December 2020
General Fund	4,858,683	2,529,158	(1,450,721)	(297,523)	5,639,597
Designated	12,180,234	-	-	297,523	12,477,757
	<u>17,038,917</u>	<u>2,529,158</u>	<u>(1,450,721)</u>	<u>-</u>	<u>18,117,354</u>

The trustees have set aside part of the unrestricted funds relating to fixed assets that are used for the furtherance of the charity's purposes as a designated fund. This fund remains part of the unrestricted funds of the charity, while quantifying the charity's reserve policy and the level of reserves it holds.

Fund descriptions

a) Unrestricted funds

The unrestricted funds are those funds held by the charity for the charitable objectives.

b) Designated funds

The fund represents an amount set aside by the trustees, from general funds, to apportion the value of functional fixed assets used for the furtherance of the charity's aims.

Analysis of net assets between funds

	Unrestricted Funds £	Designated Funds £	Total Funds £
Fund balances at 31 December 2020			
Tangible fixed assets	-	12,477,757	12,477,757
Current assets	8,657,297	-	8,657,297
Creditors: amounts falling due within one year	(1,940,622)	-	(1,940,622)
Creditors: amounts falling due after one year	(1,077,078)	-	(1,077,078)
	<u>5,639,597</u>	<u>12,477,757</u>	<u>18,117,354</u>
Total net assets	<u>5,639,597</u>	<u>12,477,757</u>	<u>18,117,354</u>

DAWLIFFE HALL EDUCATIONAL FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

19. Contingent liabilities

DHEF has entered into an agreement to purchase a property, 3 Orme Court, London W2, from Netherhall Educational Association, another charity with similar objectives, for up to £2.5m at some point in the future, when vacant possession of the whole property is available. In the meantime, they have paid a deposit of £1.5m to the vendors, which is included in debtors. A second agreement has been entered into with the same vendor on the same terms with regard to an adjacent property at 2 Orme Court. The price of the second property is £3.6m. This amount has been paid to the vendors and is included in debtors.

Under the agreements, DHEF will receive any surplus or make good to the vendors any shortfall in running expenses and mortgage repayments not covered by the rents received from the properties. DHEF is also responsible for the cost of alterations and refurbishment of the properties. To date the cost of refurbishment on the first property is £616,529 (2019: £616,529) and £425,978 (2019: £425,978) on the second and both these amounts are also included in debtors. It is not possible to quantify future liabilities.

20. Members guarantee

Each member has guaranteed to contribute to the assets in the event of any unpaid debts should the company be wound up. The guarantee is limited to £1 per member.

21. Lessor operating lease

The operating lease represents a lease granted to a third party. The lease is negotiated over terms of 25 years and rentals are fixed for 5 years. The lease includes a provision for five-yearly upward rent reviews according to prevailing market conditions. There are no options in place for either party to extend the lease terms. Under the lease the tenant is permitted to terminate the lease on 31st of August in any year of the contract term subject to at least 6 months' notice in writing. The tenant has served notice in writing on the 28th February 2021 and the lease will be terminated on the 31st August 2021. This has resulted in an additional expense of £236,847 relating to the initial lease incentive granted.

22. Reconciliation of operating profit to net cash (outflow)/inflow from operating activities

	2020	2019
	£	£
Operating profit	160,270	1,055,440
Depreciation of tangible assets	232,587	193,914
Interest receivable	(11,317)	(14,142)
Interest payable	8,601	13,404
Decrease/(Increase) in debtors	84,897	(218,962)
Increase in creditors	27,805	12,894
Foreign exchange loss	85,393	966
Net cash (outflow)/inflow from operating activities	588,236	1,043,514

DAWLIFFE HALL EDUCATIONAL FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

22. Analysis of cash and cash equivalents

	2020 £	2019 £
Cash in hand	1,286,523	148,119
On deposit	50,000	550,000
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Total cash and cash equivalents	1,336,523	698,119
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