

**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 2021**



# DAWLIFFE HALL EDUCATIONAL FOUNDATION

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# DAWLIFFE HALL EDUCATIONAL FOUNDATION

## REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

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### Permanent values in a changing world [www.dhef.org.uk](http://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 2021 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).

### CHAIR'S REPORT

*2021 has been a year of dramatic change and unexpected benefit for DHEF. Despite the uncertainties of the Covid Pandemic, 2021 saw the lifting of many restrictions as life has gradually begun to return to normal. As a result the response of DHEF volunteers in combining online skills acquired over the past 18 months with the resumption of face to face meetings has meant that the number of people benefiting from our many activities has increased exponentially!*

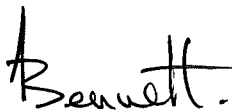
*An internal reorganisation of roles within DHEF was carried out. Maria Alvarez de Toledo resigned as a Trustee and was appointed our Chief Executive Officer. Isabel Abad became our Chief Finance Officer and new teams were formed to look after the maintenance and upgrading of all DHEF properties and to keep our website and Newsletter and general publicity up to date. We now have a dedicated team dealing with the day to day running of the charity and its future viability.*

*Despite everything the youth activities thrived and grew throughout the year thanks to the ingenuity and creativity of their leaders and participants who managed to maintain continuity by organising on-line activities until real time was possible. Ashwell House and our residential activities are at capacity with waiting lists, again thanks to the non-stop efforts of those responsible for them. For more details of what DHEF is doing and how please look at our website ([dhef.org.uk](http://dhef.org.uk)) and Newsletter which we aim to keep as up to date as possible.*

*Looking towards the future the Trustees and I have been looking at our assets and seeing how they can best be used in the years to come. We are now in a position to develop our interests in the Bayswater area and want to expand activities South of the river in London. In order to do this we will sell some assets which are surplus to our needs and reorganise some of our centres so that more people can benefit from the services and support we offer around the country.*

*None of this would have been possible without the enthusiastic and continued support and loyalty of all our benefactors, volunteers and beneficiaries. It is almost impossible to express our gratitude and appreciation for your continued support and help throughout the year. We are building on firm foundations during 2022, reaching out to many more people.*

**Ann Bennett**  
Chair



# **DAWLIFFE HALL EDUCATIONAL FOUNDATION**

## **REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021**

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

# **DAWLIFFE HALL EDUCATIONAL FOUNDATION**

## **REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021**

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### **Who benefits from DHEF activities?**

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 its activities promote respect for the individual, personal freedom, self-confidence and responsible attitudes in professional, private and public life.

DHEF centres run a range of activities which broadly fit into the following:

- Activities for young people where they learn to widen their cultural horizons, develop their personal integrity, learn to respect others and contribute to wider society by taking part in an age appropriate social project. Young people learn the value of giving their time to help others. All the activities take place in an atmosphere of cheerfulness and fun.
- Families are supported through talks, guidance and mentoring. This can range from the practical aspects of home management (hygiene, time planning, basic home repairs, healthy eating and budgeting) to developing personal relationships and caring for others.

DHEF activities take place in over 50 locations in Britain. Volunteers play a vital role in the running the charity's activities and we promote volunteering as a way of contributing to society as a whole.

1,100 people benefited from DHEF activities during 2021 and 170 volunteers were involved in running or supporting our activities.

Pandemic restrictions limited our activities for much of 2021. However, our committees and especially our volunteers were creative and resourceful in reaching out to school age girls, young professional women, families and medical professionals who benefitted from our activities.

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 2021

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More specifically:

### **Ashwell House**

**[www.ashwellhouse.org.uk](http://www.ashwellhouse.org.uk)**

During 2021, DHEF's university residence, Ashwell House, continued to offer students support to alleviate the stress of remote learning and study.

This was a major benefit to the students living in this university residence. Special care was taken to support those students struggling with mental health issues brought on by the pandemic.

### **Surviving lockdown ...**

Students living in Ashwell House during the lockdowns survived very well. They adjusted well to studying at home, sharing social spaces and contributing to the cooking and cleaning for a large number of people. They also succeeded in their studies, developed deep bonds of friendship and learnt just how resilient, creative and resourceful they could be.

*Andrea said: "Living in Ashwell allowed me to have peace, to have support from so many residents; and that helped me - even preparing all the documents for my dissertation which had to be transformed from physical design objects into digital ones. I had so much support from everyone in Ashwell that it gave me a lot of confidence."*

### **... and enjoying freedom again**

Once restrictions were eased, students from Ashwell House wasted no time in getting out to broaden their horizons. A group from Ashwell spent a memorable day exploring the pilgrim route of St Augustine, from Ramsgate to Canterbury.

A day out in the Kent countryside enabled the students to foster new friendships and set the tone for life in Ashwell House in the academic year ahead.

*First-time Ashwell resident Ashley said: "We admired the views together and learned about the origins of Christianity in England. The sun was shining down on us the whole day. It was simply beautiful."*

DHEF's educational mission includes creating a positive environment for university students to study as well as broadening their horizons, particularly through volunteering in local social projects. This benefits the community as well as enriching the students.



# DAWLIFFE HALL EDUCATIONAL FOUNDATION

## REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

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### Hazelwood House

[www.hazelwoodhouse.org.uk](http://www.hazelwoodhouse.org.uk)

Hazelwood House continued to reach out to people during 2021 within the pandemic restrictions in Scotland.

An important outreach to medical professionals got underway in 2021 at Hazelwood House. An online hub was developed where healthcare workers can meet, talk, inform and support each other.

The pandemic took a huge toll on the medical profession, so the Hazelwood House initiative addresses an immediate need. This forum for medics gives them the opportunity to share positive and negative experiences with the aim of mutual support. Expert speakers present key information to help professionals working in a stressful environment. If the medics look after themselves, they will be better able to care for others.

The medical hub heard from Senior civil servant Carol Dutch who spoke on "Developing Self and Others". Wellbeing is fundamental to self-development, according to Carol, who told the medics: "You need to do some work on yourself in order to get to a place where you can develop others."

"What can we do with emotions?" This question was answered by Clare Bremner, a cognitive behaviour therapist working in Glasgow, during another online session.

Clare challenged the busy medical professionals to think about whether they might be too busy to allow themselves positive feelings such as joy and peace. Are you judging your emotions? Are you asking yourself what you should or shouldn't feel? What messages are you sending yourself? Emotions can be regulated with compassion, Clare told the meeting, and pointed to the work of Professor Paul Gilbert who has pioneered compassion focused therapy.

The youth club for girls at Hazelwood House continued to offer online activities, which moved to in-person activities once restrictions permitted.

New families were attracted to the club and one family wrote in appreciation of what the club had done for their four daughters:

*"Just a short note to say 'thank you' for all you have done for the girls this year - for welcoming them into the club, all their fun activities, the spiritual guidance and confidence building talks. It has really meant a lot and we really appreciate it. The girls love the club and are really gaining so much from it."*

At Hazelwood House in Scotland, the outreach to university students continued during 2021. However, the restrictions in Scotland meant that volunteering opportunities with the Fast Forward project were curtailed.

# **DAWLIFFE HALL EDUCATIONAL FOUNDATION**

## **REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021**

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### **Families and young people**

Despite COVID-19 restrictions youth clubs at DHEF centres continued to offer activities. These included craft and cookery sessions on Zoom, as well as online talks and discussions.

As the situation eased, Hillcrest Girls' Club was able to meet in a local school, in line with the regulations at the time.

Once restrictions were lifted, girls attending the DHEF youth clubs enjoyed in-person activities such as:

- Regular study sessions, including dedicated study weekends.
- Outings and trips.
- In-person workshops.
- Social projects to benefit the local community.

Girls and teenagers who come to the youth clubs at DHEF centres benefit from a range of activities designed to develop their character, be attentive and supportive to one another and nurture resilience. This is done through engaging, challenging and fun activities. One to one mentoring is a feature of the clubs which parents particularly appreciate. Mentoring helps each girl to recognise her own strengths and weaknesses and to grow through this. This helps girls in their performance at school.

### **Launch of the new club year**

In September 2021, Hillcrest Girls' Club took a group of 38 girls from the Junior (aged 8 - 11) and Intermediate (aged 12-14) sections of the club on a trip to Thorpe Park. This fun day out was pitched to launch new club year with an exciting activity to bring the girls together, help them renew friendships and give them a positive experience after the anxiety of the pandemic.

One mother said: *"My daughter absolutely loved the trip to Thorpe Park. It was an inspired choice to get the club programme off to a really exciting start. Saturdays spent at Hillcrest youth centre give a good focus to the weekend for my daughter. She's with her friends, engaging in really worthwhile activities."*

### **Library buddies – a new social project**

Older girls at DHEF clubs take part in social projects. One example is the Library Buddies volunteering scheme at Croydon library. Every Saturday morning in term time, older girls from Hillcrest Centre, run a reading programme for local children.

Volunteer leader Susannah said: *"Croydon Library really liked our idea of weekly sessions where we listen to the children read and do fun, book-based activities with them."*

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## REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

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*Many of the children who come to the sessions do not speak English at home, so this is a great opportunity to help them develop further in vital reading skills."*

Sofia (15) said: *"I really enjoy volunteering at the library, both reading to the children and also listening to them read. It is fun seeing the children's different stories and ideas. I think it's great that I'm able to give back to the library where I used to go when I was younger."*

This project was a response to a national problem. Nine million adults across England have low literacy or numeracy skills according to a recent article in "FE News". Adults with poor literacy skills have poorer health, with 43% of adults aged 18-65 routinely unable to understand health information. A scheme like the Library Buddies can make a real difference for children in the London Borough of Croydon, which has a high immigrant population. Hillcrest volunteer Emily (17) can see that sharing her reading skills with the children is "really impactful".

### **Authentic relationships**

A series of workshops was launched at Hillcrest Family Centre to help parents and teenage girls to understand authentic relationships. DHEF recognises that teenage girls need guidance and support in this area of their lives.

In the first session, thirty teenage girls joined a Zoom session with US speaker Jason Evert, who gave them pointers for happy dating. Teenage dating can be fraught with difficulties for today's girls. A number of the girls watched the session with their parents, which gave rise to positive family discussions.

One of many helpful insights from Jason was that while girls are seduced by what they hear; boys are seduced by what they see. So girls should win over a boy with who they are, not lure him with their body. Girls need to believe in their own worth and communicate to boys that they are worth waiting for.

Esther, 15, said: *"I found this talk truly comforting as it answered my questions and gave reasons for my beliefs and resolutions. I was motivated to live chastity and help others to do the same."*

### **VOLUNTEERS**

Volunteering changed, of necessity, during the lockdown periods during 2021. Recruiting activities which normally take place on a person to person basis were suspended. However, as restrictions eased during the course of the year, our volunteers continued to be innovative in preparing and running alternative activities.

# **DAWLIFFE HALL EDUCATIONAL FOUNDATION**

## **REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021**

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### **Wellbeing and mental health**

The pandemic has had a huge mental health impact on people. In direct response to this, during 2021 DHEF took wellbeing and mental health to a professional level. Volunteers who work in all the DHEF centres will get regular input on how to spot mental health issues and where to go for further help.

DHEF now has an ongoing wellbeing and mental health programme with the key aim of caring for volunteers so that they can support the girls and women who participate in the activities across the centres.

DHEF arranged a workshop with Schools Today a professional body with years of experience in wellbeing and mental health, to help equip DHEF volunteers to take appropriate action on mental health issues.

One problem besetting young people is a poor understanding of their own emotions coupled with an inability to talk about them. Feeling second rate and a lack of self-confidence can also plague them. A further cause of poor mental health is the pressure to be a high achiever, which pushes young people to be perfectionists with the risk of burn-out.

All these issues can become crippling for young people if they are not addressed. A key message of the workshop was that good listening skills are crucial to recognising the early signs of poor wellbeing and mental health. The right sort of listening can make all the difference in helping to prevent a poor mental health situation from getting worse.

DHEF is mindful of the growing rate of mental health issues in young people. A survey on "Mental Health of Children and Young People in England 2020" found that one in six children aged 5 to 16 years were identified as having a probable mental disorder. In the same survey, 53% of 17-23 year olds reported that their mental health had worsened in the last three years.

The newly established DHEF Wellbeing Team is committed to contributing to the national effort to alleviate mental health problems in young people.

### **FINANCIAL REVIEW**

Ashwell and Hazelwood both recovered from the downturn in income in 2020 and resumed normal operations after Covid restrictions on residential activities lifted mid-2021. The properties were able to run at nearly full capacity and income is expected to return to pre-pandemic levels in the next year. Hazelwood also benefitted from taking some long-term fee-paying residents providing a source of stable income for the conference centre.

With regard to other income streams, it is to be noted that Donations in 2020 (£869,127) were higher than average as the Charity's donors rallied to make an effort to compensate

# **DAWLIFFE HALL EDUCATIONAL FOUNDATION**

## **REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021**

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for the loss of income in Hazelwood and Ashwell due to the pandemic. Donations in 2021 (£759,144) are back to previous levels and are in line with the Charity's projections.

The Orme Court Project, a long-term future project of the Charity has started to come to fruition as planning permission was submitted and approved for this project. Works are expected to begin in September 2022. As tenants vacated the flats in the Orme Court properties in preparation for the refurbishment, as to be expected income from the rental of these flats declined considerably from £224,991 in 2020 to £79,378 in the current year. Until the works are completed in 2024 no monies are expected from this income stream.

Expenditure in charitable activities for 2021 went down to £1,089,521 following the higher than usual expenditure in 2020 of £1,365,442 which included the cost of installation of fire doors and alarms in Ashwell and the exceptional loss in 2020 that had to be recognised when The Laurels School unexpectedly terminated their lease of 1 Chelsea Embankment having found more suitable premises for their needs. The Laurels School vacated the property at the end of August 2021 and the charity also suffered the loss of the expected income from the lease to the school in this year. The trustees are exploring various options for the sale or the long-term leasing of this property.

Operating profit bounced back to almost pre-pandemic levels at £455,892. This reverses the previous year's dismal profit result of £120,270; which was caused by the loss of fees from Ashwell and Hazelwood due to the Covid 2020 restrictions.

The DHEF trustees' decision to sell its property in Ealing, London contributed to a healthy exceptional income of £2,148,119 in the Charities accounts.

The final repayment of a long-term unsecured loan held by DHEF was made in 2021 giving the Charity greater financial leeway for projects and growth for the future.

### **Reserves Policy**

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 Euros and therefore the charity is exposed to Euro exchange rate differences. In July 2021 the only commercial loan that the charity had was completely repaid, now the charity only has concessionary loans (non interest bearing loans) with a flexible repayment schedule.

At 31 December 2021 the charity held reserves of £20,721,365 (2020 £18,117,354). Those funds held as fixed assets for charitable purposes are £12,294,673 (2020: 12,477,757), and a general fund of £8,426,693 (2019: £5,639,597). The Board considers this position to be satisfactory and reviews the reserves levels regularly.

# **DAWLIFFE HALL EDUCATIONAL FOUNDATION**

## **REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021**

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### **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

### **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 26<sup>th</sup> 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

# **DAWLIFFE HALL EDUCATIONAL FOUNDATION**

## **REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021**

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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 2021 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.

Maria Alvarez de Toledo tendered her resignation as a Trustee in order to take on the role of Company Secretary and Chief Executive Officer of the Charity. The demands of the projects and the future plans required Isabel Abad to concentrate efforts on the financial aspects of the Charity and she has been designated Chief Financial Officer.

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

### **Pay and Remuneration of Key Management Personnel**

The key management personnel of the charity, comprise the Trustees, the Chief Executive Officer, Chief Financial 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 2021

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### Reference and administrative details

#### Locations

Ashwell House  
Shepherdess Walk  
London N1 7NA

Dawliffe Hall  
1-2 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 6UZ

Winton  
114 Banbury Road  
Oxford OX2 6JU

[www.dhef.org.uk](http://www.dhef.org.uk)



# DAWLIFFE HALL EDUCATIONAL FOUNDATION

## REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

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<b>Company number</b>	1450892
<b>Registered charity number</b>	278720
<b>Scottish charity number</b>	SCO39512
<b>Registered office</b>	10 Wellesley Terrace London N1 7NA
<b>Auditor</b>	Rouse Audit LLP 55 Station Road Beaconsfield Bucks HP9 1QL
<b>Banks</b>	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 <sup>th</sup> Floor, 1 Princes Street London EC2R 8BP
<b>Solicitor</b>	Ann Bennett 2 Chelsea Embankment London SW3 4LG
<b>Chief Executive Officer</b>	Maria Alvarez de Toledo
<b>Chief Finance Officer</b>	Isabel Abad
<b>Directors, who are also trustees</b>	Ann Bennett (Chair) Caroline Sanderson (Secretary) Mary Mulhall Marta Sauri Vivian Chinwe Nzewi Anna Burbidge

# **DAWLIFFE HALL EDUCATIONAL FOUNDATION**

## **REPORT OF THE DIRECTORS & TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021**

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### **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:

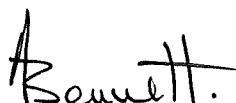
- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards and statements of recommended practice have been followed, 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



Date 21.9.2022

Ann Bennett  
**Chair**

# DAWLIFFE HALL EDUCATION FOUNDATION

## INDEPENDENT AUDITOR'S REPORT

### TO THE TRUSTEES OF DAWLIFFE HALL EDUCATIONAL FOUNDATION

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#### Opinion

We have audited the accounts of Dawliffe Hall Education Foundation (the 'charitable company') for the year ended 31 December 2021 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 charitable company 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 (Scotland) Regulations 2006

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

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

# **DAWLIFFE HALL EDUCATION FOUNDATION**

## **INDEPENDENT AUDITOR'S REPORT**

### **TO THE TRUSTEES OF DAWLIFFE HALL EDUCATIONAL FOUNDATION**

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#### **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 Trustees 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 charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the 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**

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

### TO THE TRUSTEES OF DAWLIFFE HALL EDUCATIONAL FOUNDATION

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We assessed the susceptibility of the charitable company'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
- investigated the rationale behind significant or unusual transactions.

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

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

Date: 23.09.2022

**Chartered Accountants**  
**Statutory Auditor**

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 2021

	Notes	Total 2021 £	Total 2020 £
<b><u>Income</u></b>			
Donations and Legacies	2	759,144	869,127
Charitable Activities	3	578,835	447,043
HMRC furlough grant	3	39,313	58,513
Other Trading Activities	4	79,378	224,991
Investments	5	8,067	11,317
Other income, exchange rate variance		80,676	-
<b>Total</b>		<b>1,545,413</b>	<b>1,610,991</b>
<b><u>Expenditure on:</u></b>			
Costs of Raising Funds		-	-
Charitable activities		1,089,521	1,365,442
Exchange Rate Variance		-	85,279
<b>Total</b>	6,7	<b>1,089,521</b>	<b>1,450,721</b>
<b>Operating Profit</b>	9	<b>455,892</b>	<b>160,270</b>
Profit on sale of assets		2,148,119	918,167
<b>Net movement in funds</b>		<b>2,604,011</b>	<b>1,078,437</b>
Fund Balances At 1 January 2021		18,117,354	17,038,917
<b>Fund Balances At 31 December 2021</b>		<b>20,721,365</b>	<b>18,117,354</b>

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 2021

		2021		2020	
	Notes	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	14		12,294,673		12,477,757
<b>Current assets</b>					
Debtors: amounts falling due within one year	15	29,803		151,231	
Loan to PACT falling due within one year	15			507,000	
Other debtors falling due within one year	15,19	6,142,543		-	
Debtors: amounts falling due after more than one year		-		6,142,543	
Loan to PACT falling due after more than one year	15	773,500		520,000	
Cash at bank and in hand	23	3,984,776		1,336,523	
		<b>10,930,622</b>		<b>8,657,297</b>	
<b>Creditors: amounts falling due within one year</b>	16	(1,747,528)		(1,940,622)	
<b>Net current assets</b>			9,183,094		6,716,675
<b>Total assets less current liabilities</b>			<b>21,477,767</b>		<b>19,194,432</b>
<b>Creditors: amounts falling due after more than one year</b>	17		(756,402)		(1,077,078)
<b>Funds</b>	18		<b>20,721,365</b>		<b>18,117,354</b>
<b>Unrestricted</b>					
General Fund			8,426,692		5,639,597
Designated Fund			12,294,673		12,477,757
			<b>20,721,365</b>		<b>18,117,354</b>

The notes on pages 21 to 31 form part of these accounts.

Approved by the Board and authorised for issue on 21<sup>st</sup> September 2022

V C Nzewi  
Director  
Company Registration No. 1450892



# DAWLIFFE HALL EDUCATIONAL FOUNDATION

## CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2021

		2021		2020	
	Notes	£	£	£	£
<b>Net cash flows from operating activities</b>	<b>22</b>		717,634		588,236
<b>Cash flows from investing activities</b>					
Purchase of property, plant and equipment		(200,058)		(634,475)	
Proceeds from sale of assets		2,282,134		1,022,533	
Interest received		8,067		11,317	
PACT loan repayment		253,500		-	
<b>Net cash flows from investing activities</b>			2,343,643		399,376
<b>Cash flows from financing activities</b>					
New short-term loans		380,900		150,000	
Repayment of short-term loans		(9,181)		-	
New long-term loans		-		54,500	
Repayment of long-term non secured loans		(781,027)		(545,107)	
Interest paid		(3,716)		(8,601)	
<b>Net cash flows from financing activities</b>			(413,024)		(349,208)
<b>Net increase/(decrease) in cash and cash equivalents in the year</b>			2,648,253		638,404
<b>Cash and cash equivalent at the beginning of the year</b>	<b>23</b>		1,336,523		698,119
<b>Cash and cash equivalents at the end of the year</b>	<b>23</b>		3,984,776		1,336,523



# DAWLIFFE HALL EDUCATIONAL FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

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### 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 2020) – (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 2021

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### 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.

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 2021

### 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

Covid-19 restrictions were lifted in 2021 allowing both Ashwell and Hazelwood to resume regular activities with income levels recovering and returning to normal levels. Cash reserves of the Charity remain high and consequently the Trustees 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.

#### 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 2021	Total 2020
Donations	671,905	18,996	68,003	758,904	868,208
Fundraising	-	-	240	240	919
Grants					-
<b>Unrestricted</b>	<b>671,905</b>	<b>18,996</b>	<b>68,243</b>	<b>759,144</b>	<b>869,127</b>

There were no restricted donations during 2021 (2020: £Nil).

# DAWLIFFE HALL EDUCATIONAL FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 3. Income from charitable activities

	DHEF	Ashwell House	Hazelwood	Total 2021	Total 2020
Fees	157	266,635	119,411	386,203	344,509
Contributions	172,269	19,780	583	192,632	102,534
Covid Grants	12,134	27,179	-	39,313	58,513
Unrestricted	<u>184,560</u>	<u>313,594</u>	<u>119,994</u>	<u>618,148</u>	<u>505,556</u>

### 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 has also received some rental income from 1 Chelsea Embankment.

### 5. Investment Income

All the Charity's investment income £8,067 (2020: £11,317) arises from money held in interest bearing deposit accounts.

### 6. Analysis of expenditure on charitable activities

	DHEF	Ashwell House	Hazelwood	Total 2021
Activities undertaken directly	216,234	331,371	97,016	644,621
Grants to other charities	101,475	-	-	101,475
Support costs	240,397	51,514	51,514	343,425
	<u>558,106</u>	<u>382,885</u>	<u>148,530</u>	<u>1,089,521</u>
<u>Governance &amp; Support costs</u>				
Head office salary costs	49,438	10,594	10,594	70,626
Head office & insurance costs	39,880	8,546	8,546	56,972
Interest Paid	3,206	687	687	4,580
Depreciation	137,793	29,527	29,527	196,847
Governance	10,080	2,160	2,160	14,400
	<u>240,397</u>	<u>51,514</u>	<u>51,514</u>	<u>343,425</u>

Support costs are allocated based on the space occupied. Expenditure on charitable activities was £1,089,521 (2020: £1,365,442) all unrestricted.

# DAWLIFFE HALL EDUCATIONAL FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

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

	DHEF	Ashwell House	Hazelwood	Total
<b>Costs</b>	(216,234)	(331,371)	(97,016)	(644,621)
<b>Fees</b>	<u>184,560</u>	<u>313,594</u>	<u>119,994</u>	<u>618,148</u>
<b>Net cost funded from other income</b>	<b>(31,674)</b>	<b>(17,777)</b>	<b>22,978</b>	<b>(26,473)</b>

### 8. Interest Payable

	2021	2020
	£	£
Interest payable on non-secured loans	<u>3,716</u>	<u>8,601</u>

### 9. Net income/(expenditure) for the year

This is stated after expenses / (income) of:	2021	2020
	£	£
Depreciation of tangible assets	249,127	232,587
Audit fee	14,400	14,400
Interest payable	3,716	8,601
Foreign exchange loss (gain)	<u>(80,676)</u>	<u>85,279</u>

### 10. Taxation

Taxation recoverable represents tax to be reclaimed from Gift Aid donations to the Charity. The charitable company is exempt from corporation tax on its charitable activities

### 11. Grants paid out

	2021	2020
	£	£
Paid to institutions	60,033	68,925
PACT Grant Paid	<u>41,442</u>	

# DAWLIFFE HALL EDUCATIONAL FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 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:

	2021	2020
Delivery of charitable activities	22	24
Management and administration	4	4
	<hr/>	<hr/>
	26	28

	2021 £	2020 £
Wages and salaries	332,773	317,417
Social security costs	7,767	34,213
Pension costs	12,425	11,911
	<hr/>	<hr/>
	352,965	363,541

No employees earned £60,000 p.a. or more (2020: nil).

In accordance with the Charities Act 1993 and as allowed by the Memorandum and Articles of the Charity, payments can be made to the Trustees of the Charity. However, no charity trustee was paid or received any other benefits from the Charity this year (2020: £36,371). Two trustees were reimbursed this year for expenses incurred in fulfilment of their duties as Trustees: Ana Burbidge for travel expenses of £113.55, and Ann Bennett for meetings with solicitors £104 (2020: £nil). The key management personnel of the charity comprise the trustees, the Chief Executive Officer, Chief Finance Officer, and the Managers of Ashwell and Hazelwood House respectively. The total employee benefits of the key management personnel of the Foundation were £70,626 (2020: £62,355).

### 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.

	2021 £	2020 £
A. Bennett	24,000	24,000
	<hr/>	<hr/>

# DAWLIFFE HALL EDUCATIONAL FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

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

	2021 £	2020 £
A. Bennett	-	650
C. MA Mulhall	100	-
	<hr/>	<hr/>

### 14. Tangible fixed assets for use by the charity

	Land and buildings freehold £	Fixtures, fittings & equipment £	Total £
<b>Cost</b>			
At 1 January 2021	13,960,690	1,801,607	15,762,297
Additions	-	200,058	200,058
Disposals	<u>(179,018)</u>	<u>(16,428)</u>	<u>(195,446)</u>
At 31 December 2021	<u>13,781,672</u>	<u>1,985,237</u>	<u>15,766,909</u>
<b>Depreciation</b>			
At 1 January 2021	2,352,024	932,516	3,284,540
Charge for the year	127,715	121,412	249,127
Depreciation on disposal	<u>(55,468)</u>	<u>(5,963)</u>	<u>(61,431)</u>
At 31 December 2021	<u>2,424,271</u>	<u>1,047,965</u>	<u>3,472,236</u>
<b>Net book value</b>			
At 31 December 2021	<u>11,357,401</u>	<u>937,272</u>	<u>12,294,673</u>
At 31 December 2020	<u>11,608,666</u>	<u>869,090</u>	<u>12,477,756</u>

### 15. Debtors

	2021 £	2020 £
Tax recoverable	6,241	36,259
Other debtors	23,563	114,972
Loan to PACT	773,500	1,027,000
Deposits and shortfalls (see note 19)	6,142,543	6,142,543
	<hr/>	<hr/>
	6,945,846	7,320,774
	<hr/>	<hr/>

# DAWLIFFE HALL EDUCATIONAL FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

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

	2021 £	2020 £
Loan to PACT	773,500	520,000
Deposits and shortfalls (see note 19)	-	6,142,543

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

	2021 £	2020 £
Bank and other loans	-	291,027
Concessionary loans	1,695,073	1,573,354
Taxation and social security	2,350	1,738
Other creditors and accruals	50,105	74,502
	<u>1,747,528</u>	<u>1,940,621</u>

All the loans are unsecured loans.

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

	2021 £	2020 £
Other loans	-	-
Concessionary loans	<u>756,402</u>	<u>1,077,078</u>

#### Analysis of loans

Not wholly repayable within five years by instalments	82,352	199,745
Wholly repayable within five years	<u>2,369,123</u>	<u>2,741,714</u>
	2,451,475	2,941,459
Included in current liabilities	<u>(1,695,073)</u>	<u>(1,864,381)</u>
	<u>756,402</u>	<u>1,077,078</u>

#### Loan maturity analysis

Between two and five years	674,050	877,333
In five years or more	<u>82,352</u>	<u>199,745</u>

The £3,716 Interest paid on the unsecured loan of £291,027 was at a fixed rate of 1.7%. This is the only unsecured loan of the Charity and it has now been completely repaid. Concessionary loans amount to £ 2,451,475 are non-interest bearing and not secured loans.



# DAWLIFFE HALL EDUCATIONAL FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 18. Fund reconciliation

Unrestricted Funds	1 January 2021	Income	Expenditure	Transfers	31 December 2021
General Fund	5,639,597	3,693,532	(1,089,521)	183,084	8,426,692
Designated	12,477,757	-	-	(183,084)	12,294,673
	<u>18,117,354</u>	<u>3,693,532</u>	<u>(1,089,521)</u>	<u>-</u>	<u>20,721,365</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 £
<b>Fund balances at 31 December 2021</b>			
Tangible fixed assets	-	12,294,673	12,294,673
Current assets	10,930,622	-	10,930,622
Creditors: amounts falling due within one year	(1,747,528)	-	(1,747,528)
Creditors: amounts falling due after one year	(756,402)	-	(756,402)
	<u>8,426,692</u>	<u>12,294,673</u>	<u>20,721,365</u>
Total net assets	8,426,692	12,294,673	20,721,365

# DAWLIFFE HALL EDUCATIONAL FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 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 (2020: £616,529) and £425,978 (2020: £425,978) on the second and both these amounts are also included in debtors. It is not possible to quantify future liabilities.

This debtor has been transferred this year to debtors within one year as we expect to exchange and complete before the end of 2022.

### 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 was negotiated over terms of 25 years and rentals were fixed for 5 years. Under the lease the tenant was permitted to terminate the lease on 31<sup>st</sup> of August in any year of the contract term subject to at least 6 months' notice in writing. The tenant served notice in writing on the 28<sup>th</sup> February 2021 and the lease was terminated on the 31<sup>st</sup> August 2021. Total income from the lease in 2021 £55,723.

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

	2021	2020
	£	£
Operating profit	455,892	160,270
Depreciation of tangible assets	249,127	232,587
Interest receivable	(8,067)	(11,317)
Interest payable	3,716	8,601
Decrease/(Increase) in debtors	121,428	84,897
Increase in /(decrease) in creditors	(23,786)	27,805
Foreign exchange loss	(80,676)	85,393
Net cash (outflow)/inflow from operating activities	717,634	588,236

**DAWLIFFE HALL EDUCATIONAL FOUNDATION**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

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**23. Analysis of cash and cash equivalents**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Cash in hand	3,574,776	1,286,523
On deposit	410,000	50,000
	<hr/>	<hr/>
Total cash and cash equivalents	3,984,776	1,336,523
	<hr/>	<hr/>

