

COMPANY REGISTRATION NUMBER: 2152319  
CHARITY REGISTRATION NUMBER: 297496

**Thornage Hall Independent Living Limited**  
**Company Limited by Guarantee**  
**Financial statements**  
**31 March 2022**

# **Thornage Hall Independent Living Limited**

## **Company Limited by Guarantee**

### **Financial statements**

**Year ended 31 March 2022**

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# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report)

#### Year ended 31 March 2022

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The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 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 published in October 2019.

#### Reference and administrative details

<b>Registered charity name</b>	Thornage Hall Independent Living Limited
<b>Charity registration number</b>	297496
<b>Company registration number</b>	2152319
<b>Principal office and registered office</b>	Thornage Hall Thornage Holt Norfolk NR25 7QH

#### The trustees

The trustees who served during the year and at the date of approval were as follows:

T M Fitzalan Howard CBE (Chair)  
J A Manser (Vice Chair)  
R Baines (appointed 1 September 2022)  
P D Goddard (appointed 14 February 2022)  
P Hare (appointed 14 November 2022)  
M E Marchant  
M B Pollitt  
J L Sayer (appointed 14 February 2022)  
M C Scott (resigned 8 November 2021)  
S A Simpson (resigned 8 November 2021)

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

#### Year ended 31 March 2022

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<b>Company secretary</b>	P D Goddard
<b>Patrons</b>	The Rt. Rev. The Bishop of Norwich The Rt. Hon. The Lord Hastings The Lady Dannatt MBE
<b>Senior Management Group</b>	A Steggles (Chief Executive Officer) C Lawford (Director of Finance and Estates)
<b>Auditor</b>	Lovewell Blake LLP Chartered accountants & statutory auditor Bankside 300 Peachman Way Broadland Business Park Norwich NR7 0LB
<b>Bankers</b>	Barclays 17 Market Place Fakenham Norfolk NR21 9BE  Triodos Bank NV Brunel House 11 The Promenade Bristol BS8 2NN
<b>Solicitors</b>	Hayes and Storr 27 Bull Street Holt Norfolk NR25 6HP  Bates Wells 10 Queen Street Place London EC4R 1BE  Leathes Prior 74 The Close Norwich NR1 4DR  Hansells 13 The Close Norwich NR1 4DS

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2022

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#### Objectives and activities

The Charity's objectives are, for the public benefit, to promote good health and wellbeing, provide care and support and advance the education and training of adults with a diagnosed disability (whether mental or physical) from the age of 18.

This is carried out in accordance with the principles of Dr Rudolf Steiner, particularly by the establishment and maintenance of a community including the provision of Supported Living in five houses and Day Services offering a range of work based learning opportunities. At Thornage Hall Independent Living we wish to see an environmentally sustainable world, where everyone can live, learn and work together in a meaningful way, regardless of ability or disability. In order to achieve this we continue to develop an environment where people of all abilities live the life they choose, have opportunities for work of real value to themselves and where shared learning is encouraged and embraced. Our strategic priorities over the next five years will continue to focus on five core objectives.

#### 1. Live

Demonstrating our person centred approach to creating an 'ordinary life' including mealtimes, hobbies, links with the wider community, domestic duties. We will do this through the development of:

- Houses which provide supported living and not residential care.
- Tenants who understand their own responsibilities under their tenancy agreements.
- Increased tenant decision making.
- Increased participation and leadership by tenants in meetings, staff recruitment etc.
- How we respond to tenants as they age, their needs increase and their ability to continue to contribute to the community.

#### 2. Work

Highlighting our work based learning opportunities and supporting the engagement of a wider client group. We will do this through the development of:

- An increasing range of Day Services responsive to the needs of adults with learning disabilities.
- Real and meaningful work both within the community as well as through work placement.
- Our skills development programme, including training to support work place skills as per the local authority Pathways.
- Diversified activities on the land including market garden, estate management and farming.
- Direct sales to the public, involving service users in the process.

#### 3. Learn

Everyone has something to give and everyone has something to learn, regardless of whether they are tenants, day service users, staff members or volunteers. Mutuality of learning is a fundamental part of our community. Learning opportunities run through all of our 'living' and 'working' initiatives for everybody engaging with Thornage Hall Independent Living and the wider community. We will develop these opportunities through:

- Our community engagement and education services.
- Positive behavioural support approaches and supporting people in accordance with their individual support needs.
- Seeking out and building new partnerships and expanding our work based learning services into the community.

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

#### Year ended 31 March 2022

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##### **Objectives and activities** *(continued)*

##### 4. Our people

In order to achieve our ambitions for developing the live, learn and work opportunities over the next five years we will need to attract, develop and retain a workforce with the skills and experience required. We will achieve this through:

- Highlighting the quality standards we are achieving and aspiring to.
- Differentiating our offer through underlining our values and ethos.
- Communicating with partner organisations and engagement with the wider community.
- Development and training of staff to provide high quality support and social care.
- Underlining the unique environment both of Thornage Hall Independent Living itself and of North Norfolk, not only as a desirable place to live, but also where career aspirations can be realised.

##### 5. Our built environment

The development and improvement of the houses and facilities across our estate will be instrumental in helping us to meet our ambitions for providing the live, learn and work opportunities we wish to achieve over the next five years. In particular we will focus on the following initiatives:

- Plans to reconfigure accommodation in the Hall bringing en-suite and equitable standards of accommodation for all tenants.
- Continuation of our ongoing planned maintenance programme to maintain the upkeep and upgrade the standards of our existing accommodation as identified to a high standard some of which is heritage category Grade II listed.
- The development of a fundraising appeal to support the capital requirements for the development of Orchard Lodge, a further 5 bedroom accommodation unit.

##### **Public benefit**

The Trustees confirm that they have had due regard to Charity Commission guidance on public benefit.

Thornage Hall Independent Living Limited exists to promote the health and independence of all who live and work in its community. It has a strong emphasis on developing citizenship and a community culture, to enable each individual to develop their skills and interests to maximise their personal potential. This takes place alongside our bio-dynamic approach to managing the land, which is demonstrated to have benefits for environmental protection and improvement of the land.

The community is open to anybody identified as having a need for services following an assessment with their local authority, with Norfolk County Council residents being considered in the first instance. People of any race, religion, gender, culture, disability or orientation may seek to join us, in line with our policies on equality and diversity. Our services all operate on an individual's needs basis in line with public funding criteria.

# **Thornage Hall Independent Living Limited**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2022**

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##### **Achievements and performance**

During this period we have continued to be affected by the COVID-19 Pandemic and as a result of infrequent positive COVID-19 cases we have had to implement our contingency plans for the benefit of the community on a few occasions.

In spite of this we were finally able to action some of the planned maintenance projects which included the installation of a new kitchen in Hawthorn in February. We were able to carry out repairs to the Long Barn, complete work at Grange Cottage and after many years able to carry out work in the Herb Garden. This work has been for the benefit of our tenants and service users who will reap the rewards of the sensory experience in the Herb Garden for years to come.

A substantial donation from the Wroxham Bure Valley Rotary Club enabled us to build a much needed field shelter for our Red Poll Cattle together with a packing shed where the market garden team are able to prepare and box up orders for our bio-dynamic produce which continues to be ordered by a number of outlets across Norfolk.

As the restrictions surrounding COVID-19 were slowly lifted we were able to support our tenants to attend a number of Christmas outings which they always enjoy. Our staff were invited to a Christmas meal at Back to the Garden and following generous donations from families all staff were given a hamper.

The anticipated introduction of the Pathways into our Day Service Provision was delayed which has afforded us more time to plan our programmes of learning in preparation for when the Pathways are introduced. We continue to receive applications and enquiries from a number of families and the local authority interested in joining our Day Service Provision.

We were able to hold a scaled down Garden Party in September for families of all our service users where we raised £4,400. This was a successful event which saw families come together for the first time since the COVID-19 Pandemic and enjoyed by all.

The Service Provision Committee continued to meet on a regular basis during this period (often via Zoom or Teams) with a new Chair, Jane Sayer - Trustee, who has been able to work closely with all representatives from our cohort of tenants, day service users and their families. Jane has carried out our annual tenant survey questionnaire and provided valuable feedback to the Senior Management Team and Board of Trustees. Jane has since been asked to devise a similar questionnaire for our day service users. This will continue to provide us with the opportunity to review and assess our range of services, ensuring our day service and supported living provisions continue to meet not only our strategic objectives, values and principles but also remain compliant with CQC (Supported Living) and Norfolk County Council Quality Assurance (Day Services).

We were able to welcome two new tenants to the community during this period. Both have settled in well and bring further experience and skills to the community both in their houses and in day services. It is hoped that we will have a further new tenant join us next in June 2022.

As a charity we joined NorCA (Norfolk Care Association) which has been acknowledged by Norfolk County Council (NCC) as the "Voice of the Sector". They facilitate a number of sector specific groups supporting Adults with Learning Disabilities, including Day Service, LD, Autism & Mental Health, Residential and Supported Living, Carers and Physical Disabilities. A number of our managers, together with the CEO, attend these groups providing valuable input and feedback which is relayed to NCC and as a result of attendance at these groups our CEO was invited to join the NorCA Board where she is able to share her knowledge and experience along with the Board Members.

# **Thornage Hall Independent Living Limited**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2022**

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##### ***Achievements and performance (continued)***

###### ***Developments within the Health and Social Care sector***

The introduction of Positive Behaviour Support plans across Norfolk County Council continues via the Project Board which we as a charity are involved with, this has seen a number of staff undergo training at various levels to enable us to deliver this in house from 2023. The additional developments in how adults with learning disabilities and autism should be supported with specific Autism and Learning Disability training will result in this being mandatory training from July 2022.

###### ***Housing and support***

Freebridge Community Housing continue to manage our tenancies and this is an ongoing positive relationship. Norfolk County Council continue to promote their Supported Living Framework across the county. Our tenants went through the review process with staff from Norfolk County Council which will enable us to now apply to join once the framework details are released later in the year.

We have seen two of our long term tenants' move to new services as our service and registration was no longer appropriate to meet their needs and this year has seen a new Registered Manager appointed to oversee the supported living provision.

The impact of COVID-19 and the demographic of our tenants continues to highlight changes and in some cases, increases in their needs, further highlighting the need to review support packages together with our funding structure and related commissioned hours of support.

Our vision and values promotes the ethos of Live, Learn and Work which further reinforces our supported living provision. As a community we need to ensure that we have an active and participative group of tenants contributing to the community which is both meaningful and of value to further promote their individual skill development and independence.

###### ***Staff support and training***

Out of necessity we have continued to use Care Skills for our on line training together with Care Certificate training and we have gradually been able to reintroduce classroom based training in key areas such as Safeguarding, Fire training, manual handling, risk assessment training.

A generous donation from a donor who wishes to remain anonymous has enabled us to register Thornage Hall as a Training/Learning Environment for Bio-dynamic principles and we have agreed to use this donation to support two trainees on the Crossfields Institute Level 3 Diploma in Biodynamic Farming and Gardening.

The Wellbeing Hub and access to the Employee Assistance Programme continue to be utilised by our staff teams with ongoing access to our in-house Wellbeing Champion who continues to identify a number of resources for all staff to access for support.



# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

#### Year ended 31 March 2022

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#### **Achievements and performance *(continued)***

##### **Plans for the future**

Recruitment of staff across both Supported Living and our Day Service Provision has been a focus of the central team but we are not alone in documenting the difficulties we have experienced in this area. The ongoing uncertainty which COVID-19 has continued to present has made this additionally difficult but with the support from regular relief and agency staff we have been able to continually offer a safe service across both areas of the charity's business.

We have established a link with Sculthorpe Moor Nature Reserve where a number of service users are able to volunteer once a week, we will continue with our regular booking with Riding for the Disabled which is enjoyed by a number of service users together with our well established link with Cromer Tennis Club.

Moving forward we are keen to work in conjunction with other local charities who we feel would benefit from our environment, we will therefore be reaching out across the community to share ideas and promote further the opportunity to work collaboratively for the benefit of those adults with additional needs.

Our planned maintenance programme will continue with projects for the coming year including adaptation of the Grain Store into two indoor classroom spaces, improvements within the Bakery which will enable us to once again offer cookery workshops to our day service users, erection of a new office building together with internal improvements to the Hall.

##### **Financial review**

Income for the year has increased from £2,055,926 to £2,269,352 which was higher than anticipated. Significant funds were received during the year from the Royal West Norfolk Golf Day, which was originally due to be held in 2020-21, but had to be postponed due to COVID-19. This raised in excess of £250k. Proceeds from the event were raised specifically towards the Orchard Lodge appeal.

Infection Control Funds were received from the local authority to assist with the increased costs relating to COVID-19 and to enable the Charity to pay staff their normal wages whilst being required to isolate. NCC acknowledged the difficulty with staffing and high levels of staff turnover across the sector during these exceptional times and further funds were made available to support and boost workforce recruitment and retention. These funds were expended and utilised to implement the early uplift of the 2022-23 pay review.

During the year we have seen the phased re-opening of our Day Services to our external service users together with a steady increase throughout the year in Day Service occupancy. As restrictions were lifted we have been able to welcome two new tenants into our Support Living services filling the vacancies of those moving on into more suitable settings outside of our community. As we move into 2022-23 we carry a further three vacancies of which one we shall not be looking to fill due to future planned works.

In other areas of the Charity income we see a small return on our investments and slight increase in value of our investment portfolio.

Expenditure for the year increased as works commenced to complete the final year of the planned maintenance programme which came to a standstill in the previous financial year as a result of COVID-19. Significant works undertaken during the year includes kitchen refurbishments to two properties, external repairs to Icen House, and structural repairs to the Long Barn together with additional repairs identified to prevent any further deterioration to the listed barns. Despite staff turnover and continued staff recruitment agency staff were a necessity to ensure safe and consistent staffing during this time and well managed to keep overall staffing costs within budget.

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

#### Year ended 31 March 2022

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##### Financial review *(continued)*

##### Unrestricted funds

Total income in unrestricted funds (including designated funds as detailed below) amounted to £1,835,375 (2021: £1,996,973) and after expenditure of £2,014,772 (2021: £1,796,914) and an investment gain of £3,586 (2021: £20,106), the net movement of funds before transfers amounted to a deficit of £175,811 (2021: surplus of £220,165).

##### Designated funds

The Contingency Fund was set up to cover the cost of the future needs of individual tenants that are not already met by the community's existing funding. The fund had net expenditure of £19,038 (2021: net income of £4,634) and after an investment gain of £3,586 (2020: £20,106) the net reduction in the fund before transfers was £15,452 (2021: net increase of £24,740). However, to reflect the changes in commissioned funding and individual benefit payments the purpose of this fund was reviewed as tenant's needs are currently met within their own financial circumstances which is far more robust than in previous years when the fund was established, therefore a decision was made to transfer the Contingency Fund balance of £400,480 into the General Fund.

In addition funds totalling £4,919 have been transferred from unrestricted funds to both supplement the existing funds and create new designations. Costs of £39,716 (2021: £nil) have been expended from designated funds during the current year. This includes a £10,001 transfer to unrestricted funds which represents capital expenditure.

At 31 March 2022 designated funds amounted to £1,078,786 (2021: £1,529,515).

##### Restricted funds

Total income in restricted funds amounted to £433,977 (2021: £58,953) and after expenditure of £49,982 (2021: £46,443) and transfers of £8,004 (2021: £5,200) restricted funds carried forward amounted to £403,952 (2021: £27,961).

The Trustees believe the state of the Charity's financial affairs to be satisfactory.

##### Principal funding sources

Much of the Charity's income is fees for day services, non housing related support and housing benefit received from primarily Norfolk County Council and North Norfolk District Council.

##### Investment powers

Under the Memorandum and Articles of Association, the Charity has the power to make any investment which the Trustees see fit. The investments are managed by Barratt & Cooke, members of the London Stock Exchange, with prior approval by the Trustees.

##### Investment policy

The Trustees have given careful consideration to the investment policy, balancing risk and reward. They have concluded that an investment portfolio of medium risk, structured to produce a reasonable level of income, together with the opportunity for capital growth is the most appropriate. The Trustees have a policy of purchasing ethically based investments wherever this is practical.

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

#### Year ended 31 March 2022

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##### Financial review *(continued)*

##### Reserves policy

The Trustees have given careful consideration to the level of free reserves the charity should hold and have established a policy of holding six months normal running costs, which at 31 March 2022 amounted to £1,030,000.

As at 31 March 2022, the free reserves amounted to £966,130 which is calculated as unrestricted net current assets less designated funds.

The Trustees have planned a number of areas of expenditure for which they have designated funds as follows:

Planned Maintenance Fund - Following the completion of the original planned maintenance programme and following the Charity's objectives to upgrade and improve the accommodation it has been identified and agreed to complete the reconfiguration and upgrade of the grade II listed Hall. These planned works due to commence during 2023, will create en-suite facilities for a further 5 bedrooms together with the upgrade of existing en-suite facilities. To ensure these much needed works are carried out the Trustees have designated £250,000 to cover associated fees and costs. Further surveys have been carried out on all the buildings across the Supported Living and Day Service provision to inform the next five year planned maintenance programme and to ensure the continued upkeep of the Charity's buildings.

Following the success of the Royal West Norfolk Golf Day and generous donations a further £369,590 has been received in restricted funds towards the planned new build 'Orchard Lodge'. Orchard Lodge, which will offer five accessible en-suite rooms to tenants will enable the Charity to continue to offer suitable accommodation to our aging population into their later years. The Trustees have designated a further £135,000 commitment to this much needed project, bringing the total funds to £716,590 which equate to 50% of the £1.4M valuation required to complete the build.

It had been agreed in the previous financial year to review the requirement for further suitable office and staff facilities to ensure compliance with Government guidance following the COVID-19 pandemic. In reviewing this the Trustees have taken into consideration the increase in staff numbers, changes in the staff structure over the years which has resulted in a larger central staffing team, which further reinforces the need to expand on the current space available. As a result and with careful consideration plans have been drawn to extend on the current office space to create a new reception area and further three small offices to which £230,000 has been designated.

Further designated funds of £6,731 for Day Services Equipment and Facilities will go toward the planned reconfiguration of the bakery/cookery room with the addition of three individual cooking workstations. These will support the delivery of the NCC Life Opportunities model and Supported Living framework specification.

##### Structure, governance and management

##### Governing document

Thornage Hall Independent Living Limited is a charitable company limited by guarantee, incorporated on 3 August 1987 and registered as a charity on 12 August 1987. The Charity is governed by its Memorandum and Articles of Association adopted on 3 August 1987 and amended on 17 April 2007, 26 October 2009 and 13 December 2018, these are currently being reviewed to reflect changes in management and to ensure compliance with relevant legislation. In the event of the Charity being wound up, the liability is limited to £1 per member of the Charity.

# **Thornage Hall Independent Living Limited**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2022**

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#### **Structure, governance and management *(continued)***

##### ***Recruitment and appointment of Trustees***

There shall be at least three Trustees, each Trustee will be expected to bring a level of specialism in their field of expertise.

At every AGM one third of the Trustees shall retire from office. The Trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment.

The Trustees may appoint a person who is willing to act as a Trustee, either to fill a vacancy or as an additional Trustee. A Trustee so appointed shall hold office only until the next following AGM, and shall not be taken into account in determining the Trustees who are to retire by rotation at that AGM. If not reappointed at such AGM he/she will vacate office at the end of the meeting.

Where the Trustee is the CQC nominated individual there is a requirement to familiarise themselves with CQC principles and be fully understanding of the role.

The current appointment of Trustees offers a balanced gender and experienced board.

##### ***Trustee induction and training***

All new Trustees will be provided with copies of:

- The Memorandum and Articles of Association
- The latest accounts of the Charity

and are encouraged to read Charity Commission guidance notes CC3 - The Essential Trustee "What you need to know, what you need to do".

In addition Trustees are encouraged to read Charity Commission and other newsletters and to attend courses designed to keep them abreast of their duties and responsibilities.

##### ***Risk management***

The Trustees have completed a thorough review of the Community's activities to identify the opportunities available to the Community and the risks to which it is exposed. The review covered the risks in the following areas: strategic, operational, environmental, compliance and financial. The Trustees reconsider each year the requirement for additional safeguards in the form of systems and procedures to supplement those already in place. In addition, the Trustees will ensure there are adequate procedures to minimise any potential impact on the Community should any of those risks materialise.

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

#### Year ended 31 March 2022

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#### Structure, governance and management *(continued)*

##### ***Organisational structure***

The Trustees meet on a regular basis, a minimum of four times a year, in order to monitor the progress of the Community, to make key decisions and to see that legal requirements such as those of the Registrar of Companies, the Charity Commissioners, the Social Services Departments and other regulatory bodies are adhered to. Individual Trustees have lead roles in important areas of the organisation.

The Trustees delegate day-to-day running and management of the Community to the Chief Executive Officer in conjunction with the Senior Management Group. The Senior Management Group includes the Director of Independent Living and the Director of Finance and Estates. Further specific groups report to the Senior Management Group and are responsible for specific tasks. These groups include:

- Independent Living Managers/Senior Support Workers, reporting to the Director of Independent Living - responsible for the support of the tenants and running of the houses.
- Director of Finance and Estates - responsible for the financial affairs of the day-to-day running of the Charity as well as management of the Estate.
- Office administration reporting to the Executive Assistant - Business Support - responsible for the administration of the central office and administration support to the Senior Management Group.
- Day Services Operational Managers - responsible for the management of Day Services, Farm and Garden.

This structure has evolved into an effective mechanism for both:

- managing the diverse elements of the Charity's service; and
- ensuring the effective participation and involvement of all members of the Community, should they wish, to be involved in the management and development of the Community.

##### **Key management personnel**

The Trustees consider the Board of Directors, who are the Charity's Trustees, and the Senior Management Group to comprise the key management personnel of the Charity, in charge of directing and controlling, running and operating the charity on a day to day basis. All Trustees give their time freely. Details of Trustees expenses are disclosed in note 15 to the accounts.

The pay of the senior staff is reviewed subject to the results of the local authority contract negotiations, and normally increased in accordance with average earnings. In view of the nature of the Charity the Trustees benchmark against pay levels in other care sector providers. The remunerations bench-mark is the mid-point of the range paid for similar roles.

##### ***Related parties***

The Charity is a member of the Association of Camphill Communities UK and the Camphill Benevolent Fund.

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

#### Year ended 31 March 2022

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#### Structure, governance and management *(continued)*

##### ***Fundraising***

The Charity has two main fundraising events during the year. An Annual Garden Fete that takes place in September and the Norfolk Christmas Fair in aid of Thornage Hall during November. The Garden Fete is organised by the staff team and the Christmas Fair is organised by a committee of volunteer supporters headed up by a Trustee who reports back to the Senior Management Group. The Charity complies with the Fundraising Regulator's Code of Fundraising Practice in its fundraising activity, and during the year there were no instances of non-compliance noted, and no complaints received by the charity about fundraising. Fundraising events are promoted through local advertising, posters, the Charity's website and social media accounts and the Charity's contacts database for those that have requested to be informed. In addition to fundraising income, the Charity receives donations from its supporters but does not actively seek donors.

The Charity worked with a professional fundraiser during the year in connection with the Royal West Norfolk Golf Day. However in respect of its ordinary fundraising events detailed above, the Charity does not work with professional fundraisers or commercial participators, and does not engage directly with vulnerable people or the general public in its fundraising activities.

##### **Trustees' responsibilities statement**

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

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

# **Thornage Hall Independent Living Limited**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2022**

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##### **Auditor**

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

The auditor is deemed to have been re-appointed in accordance with section 487 of the Companies Act 2006.

##### **Small company provisions**

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

The trustees' annual report was approved on 14 November 2022 and signed on behalf of the board of trustees by:

T M Fitzalan Howard CBE  
Chair

# **Thornage Hall Independent Living Limited**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of Thornage Hall Independent Living Limited**

**Year ended 31 March 2022**

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#### **Opinion**

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

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Basis for opinion**

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

#### **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 charity'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.



# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Independent auditor's report to the members of Thornage Hall Independent Living Limited *(continued)*

**Year ended 31 March 2022**

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#### **Other information**

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

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

We have nothing to report in this regard.

#### **Opinions on other matters prescribed by the Companies Act 2006**

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

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has 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 charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

# **Thornage Hall Independent Living Limited**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of Thornage Hall Independent Living Limited** *(continued)*

**Year ended 31 March 2022**

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#### **Responsibilities of trustees**

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

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

#### **Auditor's responsibilities for the audit of the financial statements**

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

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

- Enquiry of management and those charged with governance;
- Enquiry of entity staff compliance functions to identify any instances of non-compliance with laws and regulations;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliances with applicable laws and regulations.
- Performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness, evaluation the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for bias.

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

# **Thornage Hall Independent Living Limited**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of Thornage Hall Independent Living Limited** *(continued)*

#### **Year ended 31 March 2022**

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

#### **Use of our report**

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Mark Proctor FCA DChA (Senior Statutory Auditor)

For and on behalf of  
Lovewell Blake LLP  
Chartered accountants & statutory auditor  
Bankside 300  
Peachman Way  
Broadland Business Park  
Norwich  
NR7 0LB

29 November 2022

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Statement of financial activities (including income and expenditure account)

Year ended 31 March 2022

		Unrestricted funds £	2022 Restricted funds £	Total funds £	2021 Total funds £
	Note				
<b>Income and endowments</b>					
Donations and legacies	5	604	134,941	135,545	32,891
Charitable activities	6	1,813,369	31,662	1,845,031	1,995,953
Other trading activities	7	5,089	267,374	272,463	10,525
Investment income	8	14,404	–	14,404	15,423
Other income	9	1,909	–	1,909	1,134
<b>Total income</b>		<u>1,835,375</u>	<u>433,977</u>	<u>2,269,352</u>	<u>2,055,926</u>
<b>Expenditure</b>					
Raising funds					
Costs of other trading activities	10	(3,936)	–	(3,936)	(274)
Charitable activities	11	(2,010,836)	(49,982)	(2,060,818)	(1,843,083)
<b>Total expenditure</b>		<u>(2,014,772)</u>	<u>(49,982)</u>	<u>(2,064,754)</u>	<u>(1,843,357)</u>
<b>Net income and net movements in funds before gains and losses on investments</b>		(179,397)	383,995	204,598	212,569
Net gains on investments	12	3,586	–	3,586	20,106
<b>Net income before transfer of funds</b>		(175,811)	383,995	208,184	232,675
Transfers between funds		8,004	(8,004)	–	–
<b>Net movement in funds</b>		<u>(167,807)</u>	<u>375,991</u>	<u>208,184</u>	<u>232,675</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>4,810,973</u>	<u>27,961</u>	<u>4,838,934</u>	<u>4,606,259</u>
<b>Total funds carried forward</b>		<u>4,643,166</u>	<u>403,952</u>	<u>5,047,118</u>	<u>4,838,934</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

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

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Balance sheet

31 March 2022

		2022	2021
	Note	£	£
<b>Fixed assets</b>			
Tangible fixed assets	16	2,434,147	2,525,504
Investments	17	164,103	160,517
		<u>2,598,250</u>	<u>2,686,021</u>
<b>Current assets</b>			
Stocks	18	16,176	16,176
Debtors	19	183,463	112,946
Cash at bank and in hand		2,549,092	2,215,473
		<u>2,748,731</u>	<u>2,344,595</u>
<b>Creditors: Amounts falling due within one year</b>	20	<u>299,863</u>	<u>191,682</u>
<b>Net current assets</b>		2,448,868	2,152,913
<b>Total assets less current liabilities</b>		<u>5,047,118</u>	<u>4,838,934</u>
<b>Net assets</b>		<u>5,047,118</u>	<u>4,838,934</u>
<b>Funds of the charity</b>			
Restricted funds		403,952	27,961
Unrestricted funds		4,643,166	4,810,973
<b>Total charity funds</b>	23	<u>5,047,118</u>	<u>4,838,934</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 14 November 2022 and are signed on behalf of the board by:

T M Fitzalan Howard CBE  
Chair

Company registration number: 2152319

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

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Statement of cash flows

Year ended 31 March 2022

	2022 £	2021 £
<b>Cash flows from operating activities</b>		
Net income	208,184	232,675
<i>Adjustments for:</i>		
Depreciation of tangible fixed assets	109,436	108,201
Net gains on investments	(3,586)	(20,106)
Dividends, interest and rents from investments	(13,363)	(13,067)
Other interest receivable and similar income	(1,041)	(2,356)
<i>Changes in:</i>		
Trade and other debtors	(70,517)	37,746
Trade and other creditors	108,181	41,067
Cash generated from operations	337,294	384,160
Interest received	1,041	2,356
Net cash from operating activities	<u>338,335</u>	<u>386,516</u>
<b>Cash flows from investing activities</b>		
Dividends, interest and rents from investments	13,363	13,067
Purchase of tangible assets	(18,155)	(20,118)
Proceeds from sale of tangible assets	76	–
Purchases of other investments	(9,982)	–
Proceeds from sale of other investments	9,982	6
Net cash used in investing activities	<u>(4,716)</u>	<u>(7,045)</u>
<b>Net increase in cash and cash equivalents</b>	333,619	379,471
<b>Cash and cash equivalents at beginning of year</b>	<u>2,215,473</u>	<u>1,836,002</u>
<b>Cash and cash equivalents at end of year</b>	<u>2,549,092</u>	<u>2,215,473</u>

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

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Notes to the financial statements

Year ended 31 March 2022

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#### 1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Thornage Hall, Thornage, Holt, Norfolk, NR25 7QH.

#### 2. Statement of compliance

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

#### 3. Accounting policies

##### (a) Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity, and rounded to the nearest £.

##### (b) Going concern

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

The Trustees have taken into account the impact of Covid-19 on the charity in making this assessment.

##### (c) Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

##### (d) Income

All income is included in the statement of financial activities when the charity is entitled to the income, any performance related conditions attached have been met or are fully within the control of the charity, the income is considered probable and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

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#### 3. Accounting policies *(continued)*

##### Income *(continued)*

- Income received by way of donations, legacies, grants and gifts is included in full in the Statement of Financial Activities when receivable. Where legacies have been notified to the Charity but the criteria for income recognition have not been met, the legacy is treated as a contingent asset and disclosed if material. Grants, where entitlement is not conditional on the delivery of a specific performance by the Charity, are recognised when the Charity becomes unconditionally entitled to the grant.

- Investment income is included when receivable.

- Income from charitable trading activity is accounted for when earned.

- Income from grants, where related to performance and specific deliverables, are accounted for as the Charity earns the right to consideration by its performance.

##### (e) Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- expenditure on raising funds comprise the costs associated with attracting donations, grants and legacies and the costs of trading for fundraising purposes.

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

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis, as set out in the notes to the accounts.

##### (f) Operating leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against surpluses on a straight line basis over the period of the lease.

##### (g) Tangible assets

Fixed assets (excluding investments) are stated at cost less accumulated depreciation. The costs of minor additions costing less than £1,000 are not capitalised.

##### (h) Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Residential buildings	-	over 40 years
Farm buildings	-	over 25 years
Motor vehicles and machinery	-	25% reducing balance
Furnishings and equipment	-	25% reducing balance and straight line



# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

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#### 3. Accounting policies *(continued)*

##### Depreciation *(continued)*

No depreciation is provided for assets in the course of construction until the assets are brought into their intended use.

##### (i) Investments

Investments held as fixed assets are revalued at fair value at the balance sheet date and the gain or loss taken to the Statement of Financial Activities.

##### (j) Stocks

Stocks have been valued at the lower of cost and net realisable value.

##### (k) Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

##### (l) Defined contribution plans

The Charity operates two defined contribution pension schemes in respect of employees and co-workers, a contribution stakeholder scheme (People's Pension) in respect of employees and co-workers and a money purchase scheme for co-workers only with Camphill Benevolent Fund, to which the trustees made no contributions during the year. The assets of these schemes are held separately from those of the Charity in independently administered funds. The pension cost charge represents contributions payable by the Charity to the schemes.

#### 4. Limited by guarantee

Thornage Hall Independent Living Limited is a registered charity and company limited by guarantee with no share capital. The liability of each member in the event of a winding up is limited to £1.

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

Year ended 31 March 2022

#### 5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
<b>Donations</b>			
Donations	604	134,941	135,545

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
<b>Donations</b>			
Donations	14,003	18,888	32,891

#### 6. Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Fees and contributions	1,743,980	—	1,743,980
Farm and garden income	38,948	—	38,948
Workshop income	5,570	—	5,570
COVID-19 Support	24,871	31,662	56,533
	<u>1,813,369</u>	<u>31,662</u>	<u>1,845,031</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Fees and contributions	1,880,178	—	1,880,178
Farm and garden income	45,057	—	45,057
Workshop income	8,270	—	8,270
COVID-19 Support	22,383	40,065	62,448
	<u>1,955,888</u>	<u>40,065</u>	<u>1,995,953</u>

#### 7. Other trading activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Fundraising events	5,089	267,374	272,463

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Fundraising events	10,525	—	10,525

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

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#### 8. Investment income

	Unrestricted Funds £	<b>Total Funds 2022 £</b>	Unrestricted Funds £	Total Funds 2021 £
Income from fixed asset investments	3,823	3,823	3,527	3,527
Rental income	9,540	9,540	9,540	9,540
Bank interest receivable	1,041	1,041	2,356	2,356
	<u>14,404</u>	<u>14,404</u>	<u>15,423</u>	<u>15,423</u>

#### 9. Other income

	Unrestricted Funds £	<b>Total Funds 2022 £</b>	Unrestricted Funds £	Total Funds 2021 £
Asset sales	1,025	1,025	—	—
Insurance claim	884	884	1,134	1,134
	<u>1,909</u>	<u>1,909</u>	<u>1,134</u>	<u>1,134</u>

#### 10. Costs of other trading activities

	Unrestricted Funds £	<b>Total Funds 2022 £</b>	Unrestricted Funds £	Total Funds 2021 £
Costs of other trading activities - Staging events	3,936	3,936	274	274

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

#### 11. Expenditure on charitable activities by activity type

	Community expenses £	Land expenses £	Support costs £	Total Funds 2022 £	Total Funds 2021 £
Community expenses	15,118	50	–	15,168	11,452
Medical expenses	–	–	702	702	1,067
Food	53,508	776	124	54,408	62,603
Household	19,400	17,769	9,926	47,095	44,843
Estate and general maintenance	180,087	99,519	1,446	281,052	70,364
Light, heat and fuel	41,284	3,780	3,652	48,716	38,377
Rent, rates and water	10,471	2,158	–	12,629	12,487
Insurance	18,664	3,605	2,684	24,953	21,513
Motor and travel expenses	2,438	3,613	59	6,110	8,776
Wages and staff costs	911,163	176,047	190,165	1,277,375	1,312,346
Training and education	1,381	607	6,197	8,185	6,932
Contributions	286	1,042	3,524	4,852	4,874
Advertising	1,158	675	2,231	7,275	1,684
Printing, postage and stationery	191	145	6,767	7,103	9,782
Telephone	72	–	5,364	5,436	7,435
Professional fees	24,250	29,561	66,685	120,496	98,937
Sundries	570	183	2,638	3,391	580
Depreciation	85,498	21,860	2,078	109,436	108,201
Bank interest and charges	24	–	1,649	1,673	1,718
Farm cost of sales	–	8,420	–	8,420	5,674
Veterinary fees	–	2,574	–	2,574	2,036
Repairs and renewals	–	4,057	–	4,057	2,784
Pest control	222	658	–	880	950
Governance costs	–	–	8,832	8,832	7,668
	<u>1,365,785</u>	<u>377,099</u>	<u>314,723</u>	<u>2,060,818</u>	<u>1,843,083</u>

Included in the above is restricted charitable expenditure of £49,982 (2021: £46,443).

#### Analysis of governance costs

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Audit fee	8,934	–	8,934	7,932
Audit fee re previous years	(102)	–	(102)	(264)
	<u>8,832</u>	<u>–</u>	<u>8,832</u>	<u>7,668</u>

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

#### 12. Net gains on investments

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Gains on listed investments	<u>3,586</u>	<u>3,586</u>	<u>20,106</u>	<u>20,106</u>

#### 13. Net income

Net income is stated after charging/(crediting):

	2022 £	2021 £
Depreciation of tangible fixed assets	109,436	108,201
Fees payable for the audit of the financial statements	8,934	7,932
Fees payable for the audit of the financial statements - prior year	(102)	(264)
Operating lease payments	<u>1,065</u>	<u>689</u>

#### 14. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2022 £	2021 £
Wages and salaries	1,166,473	1,197,370
Social security costs	85,423	86,070
Employer contributions to pension plans	<u>48,674</u>	<u>49,563</u>
	<u>1,300,570</u>	<u>1,333,003</u>

Key management personnel remuneration amounted to £132,423 (2021: £151,367) in respect of 2 (2021: 3) employees.

The average head count of employees during the year was 47 (2021: 54). The average number of full-time equivalent employees during the year is analysed as follows:

	2022 No.	2021 No.
Number of administrative staff	4	4
Number of other staff	<u>35</u>	<u>40</u>
	<u>39</u>	<u>44</u>

The number of employees whose remuneration for the year fell within the following bands, were:

	2022 No.	2021 No.
£60,000 to £69,999	<u>1</u>	<u>1</u>

#### 15. Trustee remuneration and expenses

No Trustee received any remuneration from the Charity during either the current or previous year.

No Trustee was reimbursed expenditure during either the current or previous year.

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

#### 16. Tangible fixed assets

	Land and buildings £	Agricultural machinery £	Motor vehicles £	Residential equipment £	Total £
<b>Cost</b>					
At 1 Apr 2021	4,095,079	149,927	56,114	197,600	4,498,720
Additions	4,992	–	–	13,163	18,155
Disposals	–	(4,755)	–	–	(4,755)
<b>At 31 Mar 2022</b>	<b>4,100,071</b>	<b>145,172</b>	<b>56,114</b>	<b>210,763</b>	<b>4,512,120</b>
<b>Depreciation</b>					
At 1 Apr 2021	1,605,048	134,449	55,024	178,695	1,973,216
Charge for the year	98,681	3,851	273	6,631	109,436
Disposals	–	(4,679)	–	–	(4,679)
<b>At 31 Mar 2022</b>	<b>1,703,729</b>	<b>133,621</b>	<b>55,297</b>	<b>185,326</b>	<b>2,077,973</b>
<b>Carrying amount</b>					
<b>At 31 Mar 2022</b>	<b>2,396,342</b>	<b>11,551</b>	<b>817</b>	<b>25,437</b>	<b>2,434,147</b>
At 31 Mar 2021	2,490,031	15,478	1,090	18,905	2,525,504

#### 17. Investments

	Listed investments £
<b>Cost or valuation</b>	
At 1 Apr 2021	160,517
Additions	9,982
Disposals	(9,982)
Other movements	3,586
<b>At 31 Mar 2022</b>	<b>164,103</b>
<b>Impairment</b>	
<b>At 1 Apr 2021 and 31 Mar 2022</b>	
<b>Carrying amount</b>	
<b>At 31 Mar 2022</b>	<b>164,103</b>
At 31 Mar 2021	160,517

All investments shown above are held at valuation.

#### Financial assets held at fair value

The fair value of listed securities is determined by reference to the quoted price for these assets in an active market at the balance sheet date.

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

##### 17. Investments *(continued)*

Investments comprise the following:

	2021 £	2020 £
Listed securities	160,517	140,411
Cash held for re-investment	—	6
	<u>160,517</u>	<u>140,417</u>

##### 18. Stocks

	2022 £	2021 £
Livestock	<u>16,176</u>	<u>16,176</u>

##### 19. Debtors

	2022 £	2021 £
Trade debtors	52,845	14,539
Prepayments and accrued income	114,725	96,109
Other debtors	15,893	2,298
	<u>183,463</u>	<u>112,946</u>

##### 20. Creditors: Amounts falling due within one year

	2022 £	2021 £
Trade creditors	122,003	50,531
Accruals and deferred income	145,376	112,348
Social security and other taxes	32,484	28,803
	<u>299,863</u>	<u>191,682</u>

##### 21. Deferred income

	2022 £	2021 £
At 1 April 2021	51,359	565
Amount released to income	(51,359)	(565)
Amount deferred in year	<u>91,628</u>	<u>51,359</u>
<b>At 31 March 2022</b>	<u><b>91,628</b></u>	<u><b>51,359</b></u>

Deferred income comprises the advance receipt of income in respect of charitable activities.

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

#### 22. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £48,674 (2021: £49,563).

#### 23. Analysis of charitable funds

##### Unrestricted funds

	At 1 Apr 2021 £	Income £	Expenditure £	Transfers £	Gains and losses £	At 31 Mar 2022 £
Unrestricted funds	3,281,458	1,822,002	(1,952,646)	413,566	—	3,564,380
Capital Projects	437,900	—	(7,900)	135,000	—	565,000
Maintenance Fund	250,000	—	—	—	—	250,000
Future Projects	381,000	—	—	(135,000)	—	246,000
Day Services						
Equipment and						
Facilities	6,230	—	(718)	1,219	—	6,731
Herb Garden	17,932	—	(13,864)	—	—	4,068
Activities Room						
Equipment	14,710	—	(1,422)	(10,001)	—	3,287
Sensory Room /						
Equipment	—	—	—	2,500	—	2,500
All Purpose Sports	—	—	—	1,000	—	1,000
Pitch						
IT & Photography	—	—	—	200	—	200
Contingency Fund	415,932	13,373	(32,411)	(400,480)	3,586	—
Grange Cottage	5,811	—	(5,811)	—	—	—
	<u>4,810,973</u>	<u>1,835,375</u>	<u>(2,014,772)</u>	<u>8,004</u>	<u>3,586</u>	<u>4,643,166</u>



# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

	At 1 Apr 2020 £	Income £	Expenditure £	Transfers £	Gains and losses £	At 31 Mar 2021 £
Unrestricted funds	3,360,833	1,983,846	(1,788,421)	(274,800)	—	3,281,458
Capital Projects	157,900	—	—	280,000	—	437,900
Contingency Fund	391,192	13,127	(8,493)	—	20,106	415,932
Future Projects	381,000	—	—	—	—	381,000
Maintenance Fund	250,000	—	—	—	—	250,000
Herb Garden	17,932	—	—	—	—	17,932
Activities Room Equipment	14,710	—	—	—	—	14,710
Day Services Equipment and Facilities	6,230	—	—	—	—	6,230
Grange Cottage	5,811	—	—	—	—	5,811
	<u>4,585,608</u>	<u>1,996,973</u>	<u>(1,796,914)</u>	<u>5,200</u>	<u>20,106</u>	<u>4,810,973</u>

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

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#### 23. Analysis of charitable funds *(continued)*

In 1998 the community set up the Contingency Fund to cover the costs of the future needs of the tenants in the community that are not already met by the commissioned funding of the Charity including capital projects. Investment income is allocated to the fund as agreed by the Trustees. A decision has been made during the year that the purpose of this fund was no longer relevant and it is therefore unlikely to be expended, as a result the balance of the fund has been transferred back into the General Fund.

The maintenance fund was created following the completion of a detailed condition survey which has led to a planned five year maintenance program. Significant maintenance has been carried out over the initial planned period and improvements to tenant facilities to create a high standard of accommodation across the community. The balance of the funds has been designed towards the next period of planned maintenance and to include the reconfiguration of the Hall, grade 2 listed building to upgrade and create en-suite facilities for those existing tenants.

The Grange Cottage fund was set up for the planned works to the cottage, the balance of which was the retention held, this was released in the current year.

Capital projects - An amount of £135,000 has been transferred from the Future Projects fund in the current year towards the future build of Orchard Lodge bringing the total designated funds as at 31 March 2022 to £335,000. It has been acknowledged by the Trustees the need for the investment in suitable office space for the expanding central staffing particularly during the pandemic to ensure IPC protocol can be maintained across the community now and into the future. Planning has been approved for the extension of the existing central office with £230,000 transferred from the general fund towards this project in the previous year which is due to commence during 2022/23. Total Capital Projects designated funds amount to £565,000.

Donations received have been allocated to the herb garden fund to replace the existing garden with a raised herb garden to allow for greater accessibility. Works have been undertaken in the current year after having been delayed due to Covid.

The Day Services Equipment Fund was set up for the provision of equipment for day service activities. Planned expenditure has been delayed due to Covid.

The Activities Room Equipment fund has been created with the proceeds from the fete in order to equip the newly created activities room "Gregories Barn". Equipment amounting to £11,432 was purchased from the fund, of which £10,001 related to a fixed asset, a transfer of that amount has been made to the general fund.

The Future Projects fund was set up following the receipt of a generous legacy towards future new projects. This is to include the conversion of an existing farm building to create additional indoor workshop space. This need was identified as a result of Covid and the need to offer additional indoor workshop capacity. A transfer of £135,000 was made from the Future Projects fund to Capital Projects during the year towards the future build of Orchard Lodge.

Donations received have been allocated towards a Sensory Room and related quipment.

Funds have been designated for the creation of an All Purpose Sports Pitch.

Donations received have been allocated towards the purchase of IT and photography equipment.

The General Fund comprises of the surplus/deficit on the income and running costs of the charity's activities, plus donations and bank interest.

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

#### 23. Analysis of charitable funds *(continued)*

##### Restricted funds

	At 1 Apr 2021 £	Income £	Expenditure £	Transfers £	Gains and losses £	At 31 Mar 2022 £
Community						
Activities Room	3,323	—	(3,323)	—	—	—
Orchard Lodge	12,000	369,590	—	—	—	381,590
Donation for alpacas	—	300	(300)	—	—	—
Day Services						
Equipment	2,034	100	(2,134)	—	—	—
HM Memorial	125	—	—	—	—	125
Herb Garden	599	—	(599)	—	—	—
Activities Room -						
Equipment	3,162	—	—	(3,162)	—	—
Land	—	30,000	(4,259)	(4,842)	—	20,899
Tenant / Social Fund	3,949	150	(2,894)	—	—	1,205
IT / Media						
Equipment	—	—	—	—	—	—
Staff Fund	2,769	2,175	(4,811)	—	—	133
NCC - Infection Control Fund	—	31,662	(31,662)	—	—	—
	<u>27,961</u>	<u>433,977</u>	<u>(49,982)</u>	<u>(8,004)</u>	<u>—</u>	<u>403,952</u>

	At 1 Apr 2020 £	Income £	Expenditure £	Transfers £	Gains and losses £	At 31 Mar 2021 £
Community						
Activities Room	3,323	—	—	—	—	3,323
Orchard Lodge	10,700	1,300	—	—	—	12,000
Donation for alpacas	500	—	(500)	—	—	—
Day Services						
Equipment	2,034	—	—	—	—	2,034
HM Memorial	125	—	—	—	—	125
Herb Garden	599	—	—	—	—	599
Activities Room -						
Equipment	3,162	—	—	—	—	3,162
Land	208	5,000	(8)	(5,200)	—	—
Tenant / Social Fund	—	6,693	(2,744)	—	—	3,949
IT / Media						
Equipment	—	1,000	(1,000)	—	—	—
Staff Fund	—	4,895	(2,126)	—	—	2,769
NCC - Infection Control Fund	—	40,065	(40,065)	—	—	—
	<u>20,651</u>	<u>58,953</u>	<u>(46,443)</u>	<u>(5,200)</u>	<u>—</u>	<u>27,961</u>

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

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#### **23. Analysis of charitable funds *(continued)***

The balance of the restricted funds for the Community Activity Room is the remainder of the retention held due to be released in 2022/23.

Donations have been provided towards the planned capital works for Orchard Lodge.

Donation income has been received towards the upkeep of the alpacas.

Donations which were received during the previous financial year towards day service equipment were unable to be expended due to Covid.

Donations were received for a memorial bench for a former tenant. This will be purchased on completion of the herb garden.

Donations received have been allocated to the herb garden fund to replace the existing garden with a raised herb garden to allow for greater accessibility. Works have been undertaken during the year.

Restricted funds have received for the purchase of equipment for the activities room. During the year funds have been used to purchase audio equipment. This item was capitalised, therefore a transfer in relation to this purchase has been made to the general fund.

Donations have been received and towards expenditure to be incurred in relation to the land. During the year funds of £9,101 have been used to purchase a field shelter and packing shed, of which £4,842 was capitalised. A transfer of £4,842 in relation to this purchase has been made between the land restricted fund and general fund.

Donations have been received from tenant families to support the purchase of suitable outdoor equipment to support family visits which out of necessity had to take place outside of the home due to Covid.

Donations have been received and expended to purchase IT and media equipment which has enabled communication and sharing of short films with our Day Service Users during lockdown via various online platforms.

Donations have been received from tenant families to express their gratitude towards our staffing team during Covid. Donations received enabled us to purchase 'Thank You' gifts, including hampers for all staff and equipment for the staff wellbeing hub where staff are able to take time off shift and during lunch to relax.

Funding has been received from the Norfolk County Council Infection Control Fund towards the cost of additional equipment, paying staff their full salary whilst being required to isolate, health and safety and PPE arising as a result of Covid-19.

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

#### 24. Analysis of net assets between funds

Year ended 31 March 2022

	Tangible fixed assets £	Investments £	Net current assets £	Total £
<b>Restricted Income Funds</b>				
Orchard Lodge	—	—	381,590	381,590
HM Memorial	—	—	125	125
Land	—	—	20,899	20,899
Tenant / Social Fund	—	—	1,205	1,205
Staff Fund	—	—	133	133
	<u>—</u>	<u>—</u>	<u>403,952</u>	<u>403,952</u>
<b>Unrestricted Income Funds</b>				
Designated Funds	—	—	1,078,786	1,078,786
General Funds	2,434,147	164,103	966,130	3,564,380
	<u>2,434,147</u>	<u>164,103</u>	<u>2,044,916</u>	<u>4,643,166</u>
	<u>2,434,147</u>	<u>164,103</u>	<u>2,448,868</u>	<u>5,047,118</u>

Year ended 31 March 2021

	Tangible fixed assets £	Investments £	Net current assets £	Total £
<b>Restricted Income Funds</b>				
Community Activities Room	—	—	3,323	3,323
Orchard Lodge	—	—	12,000	12,000
Day Services Equipment	—	—	2,034	2,034
HM Memorial	—	—	125	125
Herb Garden	—	—	599	599
Activities Room - Equipment	—	—	3,162	3,162
Tenant / Social Fund	—	—	3,949	3,949
Staff Fund	—	—	2,769	2,769
	<u>—</u>	<u>—</u>	<u>27,961</u>	<u>27,961</u>
<b>Unrestricted Income Funds</b>				
Designated Funds	175,670	160,517	1,193,328	1,529,515
General Funds	2,349,834	—	931,624	3,281,458
	<u>2,525,504</u>	<u>160,517</u>	<u>2,124,952</u>	<u>4,810,973</u>
	<u>2,525,504</u>	<u>160,517</u>	<u>2,152,913</u>	<u>4,838,934</u>

#### 25. Analysis of changes in net debt

	At 1 Apr 2021 £	Cash flows £	At 31 Mar 2022 £
Cash at bank and in hand	<u>2,215,473</u>	<u>333,619</u>	<u>2,549,092</u>

# Thornage Hall Independent Living Limited

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

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#### 26. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2022	2021
	£	£
Not later than 1 year	<u>1,260</u>	<u>689</u>

#### 27. Related parties

P D Goddard was appointed as a Trustee of the Charity on 14 February 2022. Since this date payments of £526 have been made to P D Goddard in respect of company secretarial services. However, payments for the company secretarial work ceased on 31 March 2022 and no further payments have been made.