

**ALLERDALE DISABILITY ASSOCIATION  
ANNUAL REPORT 1<sup>ST</sup> APRIL 2020 - 31<sup>ST</sup> MARCH 2021**

**1. ADMINISTRATIVE DETAILS**

**Charity number: 510656**

**Office**

Allerdale Disability Association  
Moorclose Community Centre  
Needham Drive  
Moorclose  
Workington  
Cumbria  
CA14 3SE

Tel: 01900 61912

**Principle Bank**

CAF Bank Limited  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

**2. STRUCTURE, GOVERNANCE & MANAGEMENT**

The charity trustees are appointed or reappointed by the association members annually at the Annual General Meeting in accordance with the governing document adopted on 11<sup>th</sup> September 2003.

| <b>Office</b>             | <b>At 3 Trustee name<br/>whole year</b> | <b>Date acted if not</b> |
|---------------------------|---|--------------------------|
| <b>Chairman</b>           | Peter Mallyon                           |                          |
| <b>Vice Chair</b>         | Margaret Crabtree                       |                          |
| <b>Honorary Secretary</b> | Diane Brown                             |                          |
| <b>Honorary Treasurer</b> | John Brown                              |                          |
| <b>Ordinary Members</b>   | Pat Brinicombe                          |                          |
|                           | Anthony Markley                         |                          |
|                           | Konrad Hansen                           |                          |
|                           | Marian Westgarth                        |                          |
|                           | Janet Sherrieff                         |                          |
|                           | Michelle Corlett                        |                          |

The day-to-day management of ADA is delegated by the Executive to the following staff member:

### **3. OBJECTIVE**

To promote the welfare of disabled people within Allerdale and West Coast District.

### **4. SUMMARY OF MAIN ACTIVITIES**

In delivering our activities this year the trustees have had regard to Charity Commission guidance on public benefit. The focus of our activities remains to provide a range of quality services to disabled people, their families and carers, enabling greater accessibility and integration. We promote equality and social justice through information and empowerment.

- Information service gives advice on any disability related issue to people with disabilities, their families and carers
- Assisting people to complete welfare benefit forms.
- Drop in sessions for physically disabled adults and their carers.

### **5. ACHIEVEMENTS AND PERFORMANCE**

Our Welfare Benefits Service delivers advice and support to people with any disability from older people to the parents of infants and their families and carers, regardless of whether due to age, physical, mental, or learning disability. This specialist service is tailored and bespoke to the needs of each individual and guides them from application through medicals, appeals and 1st tier tribunals. There is no other tailored advice service offering this in the area.

People with disabilities face financial and social marginalisation, the need to get support without facing barriers whether physical or attitudinal is paramount. Our services mean they are not only better off financially but the detrimental effects of money worries and loneliness are reduced and they have improved well-being and quality of life. This financial year we have responded to 898 inquiries and helped clients to generate income by claiming benefit entitlements of £3.5 million.

We furloughed Paul until May when we had everything in place for him to work from home offering an adapted service to clients. Supported by Michelle they assisted clients over the phone, and talked them through the process of completing their forms. Once Paul was able to return to the office they continued to only help clients on the phone, but as other organisations developed their practices they were able then to join conference calls to support clients at medical assessments and tribunals.

This was particularly challenging for staff but more so for clients who were experiencing the stress and anxiety brought about by the forms and the process with the addition of covid fears as a vulnerable group and what that meant in terms of their applications at a very financially challenging time. As restrictions allowed we returned to face to face appointments for the most complex cases and maintained phone appointments where possible to ensure minimum contact for clients and staff where possible.

Throughout this time we maintained contact with our drop in members, ensuring they still felt connected and part of the ADA family. At Christmas we raised funds to enable us to deliver a hamper to everyone in lieu of the normal celebration.

All our services are only possible due to the dedication and knowledge of our staff and the huge contribution made by volunteers who give their time, skills and commitment freely. Our sincere thanks to all of them.

## **6. PLANS FOR FUTURE PERIODS**

We have been taking part in a programme of support and training provided by Sellafield Ltd and delivered by the CVS called Bedrock Basics. Going forward we will put into practise what we have learned to strengthen the organisation with the aim of greater sustainability.

## **7. FINANCIAL REVIEW**

Total funds carried forward on 31<sup>st</sup> March 2021 were £14,393.

Special thanks go to The National Lottery Community Fund and Department for Culture, Media and Sport for their grant of £26k that allowed us to remain operational during lock down. Thanks to Cumbria Community Foundation and the Pappagallino fund, and Allerdale Borough Council for their grant and continued support to the organisation.

Fund raising and obtaining grants must continue to be a high priority following these trying times to ensure continuation of our services to the disabled community.

**John D Brown     Treasurer**



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

**Independent examiner's  
report on the accounts**

**Section A**

**Independent Examiner's Report**

**Report to the  
trustees/ members  
of**

Charity Name

Allerdale Disability Association

**On accounts for the  
year ended**

31<sup>st</sup> March 2021

**Charity  
no (if  
any)**

510656

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **DD / MM / YYYY**.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

**Independent  
examiner's  
statement**

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:**

3<sup>rd</sup> September  
2021

**Name:**

Neil Richardson

**Relevant  
professional  
qualification(s) or  
body (if any):**

|  |
|--|
|  |
|--|

**Address:**

|                           |
|---------------------------|
| 5 Fell View, Branthwaite, |
| Workington, Cumbria,      |
| CA14 4SY                  |


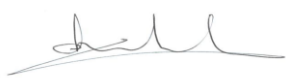
**ALLERDALE DISABILITY ASSOCIATION**  
Charity Number 510656

**ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2021**

|  | <b>ADA<br/>General</b> | <b>Talking<br/>Newspaper</b> | <b>Total</b>     |
|--|------------------------|------------------------------|------------------|
|  | £                      | £                            | £                |
| <b>Reserves Brought forward<br/>1st April 2020</b> | 2,397.40               | 808.63                       | 3,206.03         |
| <b><u>Income</u></b>                               | -                      | -                            | -                |
| Grants   | 51,945.00              | -                            | 51,945.00        |
| Donations  | 10,129.53              | -                            | 10,129.53        |
| Fund Raising                                       | -                      | -                            | -                |
| Subscriptions                                      | -                      | -                            | -                |
| Sundry Receipts                                    | -                      | -                            | -                |
| Bank Interest                                      | -                      | -                            | -                |
| Room Hire  | -                      | -                            | -                |
| <b>Total Income</b>                                | <b>62,074.53</b>       | <b>-</b>                     | <b>62,074.53</b> |
| <b><u>Expenditure</u></b>                          |                        |                              |                  |
| Salaries   | 36,268.22              | -                            | 36,268.22        |
| National Insurance                                 | 3,637.92               | -                            | 3,637.92         |
| Pensions   | 1,011.80               | -                            | 1,011.80         |
| Staff Training/Recruitment/Travel                  | 493.62                 | -                            | 493.62           |
| Volunteers' Travel/Training                        | 101.00                 | -                            | 101.00           |
| Volunteers' Expenses                               | -                      | -                            | -                |
| Travel - Others                                    | -                      | -                            | -                |
| Rent   | 5,580.00               | -                            | 5,580.00         |
| Bank Charges                                       | 72.50                  | -                            | 72.50            |
| Insurance  | 742.83                 | -                            | 742.83           |
| Cleaning Costs                                     | -                      | -                            | -                |
| Repairs - Building                                 | 25.00                  | -                            | 25.00            |
| Repairs - Equipment                                | 20.00                  | -                            | 20.00            |
| Consumables & Equipment                            | -                      | -                            | -                |
| Computer expenses                                  | 33.91                  | -                            | 33.91            |
| Telephone & Internet                               | 1,438.55               | -                            | 1,438.55         |
| Stationery   | 189.41                 | -                            | 189.41           |
| Postages   | -                      | -                            | -                |
| Printing & Publicity                               | -                      | -                            | -                |
| Fundraising Costs                                  | -                      | -                            | -                |
| Activities   | -                      | -                            | -                |
| Sellafield   | -                      | -                            | -                |
| Subscriptions                                      | -                      | -                            | -                |
| General Expenses                                   | 1,273.00               | -                            | 1,273.00         |
| <b>Total Expenditure</b>                           | <b>50,887.76</b>       | <b>-</b>                     | <b>50,887.76</b> |
| Surplus/-Deficit for Year                          | 11,186.77              | -                            | 11,186.77        |
| Inter-Department Transfers                         | -                      | -                            | -                |
| <b>Reserves Carried Forward to 2021</b>            | <b>13,584.17</b>       | <b>808.63</b>                | <b>14,392.80</b> |

## ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2021

### BALANCE SHEET as at 31st MARCH 2021

| 2020     |                 |   |  |
|----------|-----------------|---|--|
| £        | £               |   | £  |
| 709.56   | -               | <b>Cash at Bank:</b>  |  |
| 2900.85  | -               | HSBC - ADA General  | 675.65   |
| 808.63   | -               | CafBank - ADA General   | 15629.52   |
| 47.63    | -               | HSBC - Talking Newspaper  | 808.63   |
|          | -               | Cash in Hand  | 17.63  |
|          | -               | Debtors & Payments in Advance   | -  |
|          | 4,466.67        | <b>Total Current Assets</b>   | 17,131.43  |
|          | 1260.64         | Creditors   | 2738.63  |
| <b>£</b> | <b>3,206.03</b> | <b>Net Current Assets</b>   | <b>£ 14,392.80</b>   |
|          |                 | <b>Division of Funds:</b>   |  |
|          | 2,471.38        | <u><b>Unrestricted</b></u>  |  |
|          | -               | ADA General   | 13,584.17  |
|          | -               | <u><b>Project Restricted</b></u>  |  |
|          | -               | ADA General   |  |
|          | 734.65          | Talking Newspaper   | 808.63   |
| <b>£</b> | <b>3,206.03</b> | <b>Total Funds</b>  | <b>£ 14,392.80</b>   |
|          |                 | <b>Peter Mallyon</b>  | <b>Neil Richardson</b>   |
|          |                 | Chair   | Independent examiner   |
|          |                 |  |  |
|          |                 | 3rd September 2021  | 3rd September 2021   |

# ALLERDALE DISABILITY ASSOCIATION

## ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2021

| <b>ANALYSIS OF FUNDS</b>               |                    |                |            |       |            |                    |
|--|--------------------|----------------|------------|-------|------------|--------------------|
| <b>ADA GENERAL</b>                     | RESTRICTED         |                |            | Sub   | UN-        |                    |
|  | AFA INCLUSION ZONE | GOODNESS Knows | SELLAFIELD |       |            |                    |
|  | £                  | £              | £          | Total | RESTRICTED | Total              |
| Brought forward 1st April 2020         | 3,220.00           | 7,500.00       | 19,558.43  | -     | 34,244.88  | 36,642.28          |
| Income for Year                        | -                  | -              | -          | -     | 62,074.53  | 62,074.53          |
| Expenditure for Year                   | -                  | -              | -          | -     | 50,887.76  | 50,887.76          |
| <b>Carried forward 31st March 2021</b> | <b>13,584.17</b>   |                |            |       |            | <b>13,584.17</b>   |
| <b>TALKING NEWSPAPER</b>               | RESTRICTED         |                |            |       |            | Total              |
|  |                    |                |            |       |            | £                  |
|  |                    |                |            |       |            | £                  |
| Brought forward 1st April 2020         | 808.63             |                |            |       |            | 808.63             |
| Income for Year                        | -                  |                |            |       |            | 0                  |
| Expenditure for Year                   | -                  |                |            |       |            | 0                  |
| <b>Carried forward 31st March 2021</b> | <b>808.63</b>      | -              | -          | -     | -          | <b>808.63</b>      |
| <b>TOTAL FUNDS</b>                     |                    |                |            |       |            | <b>£ 14,392.80</b> |



**ALLERDALE DISABILITY ASSOCIATION**  
Charity Number 510656

**INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31st MARCH 2021**

| <b><u>ADA GENERAL</u></b>                         | 2021      |                  | 2020      |                    |
|---|-----------|------------------|-----------|--------------------|
|   | £         | £                | £         | £                  |
| <b>INCOME</b>                                     |           |                  |           |                    |
| Subscriptions                                     | 0.00      |                  | 130.00    |                    |
| Grants  | 51945.00  |                  | 17829.00  |                    |
| Donations   | 10129.53  | 62,074.53        | 13581.76  | 31,540.76          |
|   | 0         |                  |           |                    |
| Sundry Receipts                                   |           |                  |           |                    |
| Fund Raising                                      | 0.00      | 0.00             | 2065.00   | 2,065.00           |
| Bank Interest                                     |           |                  |           |                    |
| <b>Total Income</b>                               | <b>£</b>  | <b>62,074.53</b> | <b>£</b>  | <b>31,540.76</b>   |
| <b>EXPENDITURE</b>                                |           |                  |           |                    |
| <b><i>Direct Charitable Expenditure</i></b>       |           |                  |           |                    |
| Salaries and National Insurance and Pensions      | 40,917.94 | 0                | 39,698.97 | 0.00               |
| Employees' Travel and Training                    | 493.62    | 0                | 590.00    | 0.00               |
| Volunteers' Expenses and Training &c              | 101.00    | 0                | 3,076.56  | 0.00               |
| Fundraising Costs                                 | 0.00      | 0                | 420.00    | 0.00               |
|   |           | 41,512.56        |           | 43,785.53          |
| <b><i>Other Expenditure</i></b>                   |           |                  |           |                    |
| Office Rent                                       | 5580.00   |                  | 6,940.00  |                    |
| Stationery, Postages, Telephone, Computer, Public | 1,661.87  |                  | 2,549.22  |                    |
| Repairs, Purchase of Equipment & Costs (net)      | 45.00     |                  |           |                    |
| Insurance   | 742.83    |                  | 718.12    |                    |
| Special projects/activities                       | 0.00      |                  | 5,030.94  |                    |
| Sundry Expenses, Bank Charges, Subscriptions      | 1,345.50  |                  | 410.00    |                    |
|   |           | 9,375.20         |           | 15,648.28          |
| <b>Total Expenditure</b>                          | <b>£</b>  | <b>50,887.76</b> | <b>£</b>  | <b>43,785.53</b>   |
| Surplus/-Deficit for the Year                     |           | 11,186.77        | -         | 12,244.77          |
| <b>Reserve Fund at 31st March 2021</b>            | <b>£</b>  | <b>11,186.77</b> | <b>£</b>  | <b>- 12,244.77</b> |

**ALLERDALE DISABILITY ASSOCIATION**  
**Charity Number 510656**

**ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2021**

**NOTES RE ADA GENERAL ACCOUNTS**

**GRANTS & DONATIONS**

ALLERDALE B C

**UNRESTRICTED**

14,429.00

MISCELLANEOUS DONATIONS

10,129.53

**£ 24,558.53**

**RESTRICTED**

CUMBRIA COMMUNITY FOUNDATION

6,816.00

NATIONAL LOTTERY COMMUNITY FUND & DCMS

26,200.00

CUMBRIA CC

4,500.00

**£ 37,516.00**

**ALLERDALE DISABILITY ASSOCIATION**  
Charity Number 510656

**INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31st MARCH 2021**

| <b>TALKING NEWSPAPER</b>        | <b>2021</b> |               | <b>2020</b> |               |
|---------------------------------|-------------|---------------|-------------|---------------|
|                                 | £           | £             | £           | £             |
| <b>INCOME</b>                   |             |               |             |               |
| Donations (see Notes)           | 0.00        |               | 40.00       |               |
| <b>Total Income</b>             |             | <b>0.00</b>   |             | <b>40.00</b>  |
| <b>EXPENDITURE</b>              |             |               |             |               |
| Volunteers' Expenses            |             |               | 0.00        |               |
| Sundry Expenses                 |             |               | 0.00        |               |
| Consumables & Equipment         | 0.00        |               | 511.70      |               |
| <b>Total Expenditure</b>        |             | <b>0.00</b>   |             | <b>511.70</b> |
| Surplus/-Deficit for the Year   | £           | 0.00          | £           | -471.70       |
| Funds brought forward           |             | 808.63        |             | 1,280.33      |
| <b>Funds at 31st March 2020</b> | £           | <b>808.63</b> | £           | <b>808.63</b> |



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## **Independent examiner's report on the accounts**

### **Section A**

### **Independent Examiner's Report**

**Report to the  
trustees/ members  
of**

Charity Name

Allerdale Disability Association

**On accounts for the  
year ended**

31<sup>st</sup> March 2021

**Charity  
no (if  
any)**

510656

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

**Independent  
examiner's  
statement**

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:**

3<sup>rd</sup> September  
2021

**Name:**

Neil Richardson

**Relevant  
professional  
qualification(s) or  
body (if any):**

**Address:**

5 Fell View, Branthwaite,

|                      |
|----------------------|
| Workington, Cumbria, |
| CA14 4SY             |