

REGISTERED COMPANY NUMBER: 01901404 (England and Wales)
REGISTERED CHARITY NUMBER: 516466

Report of the Trustees and

Financial Statements

for the Year Ended 31 March 2023

for

Mayfield Fellowship

Warr & Co Limited
Chartered Accountants
& Statutory Auditors
Mynshull House
78 Churchgate
Stockport
SK1 1YJ

Mayfield Fellowship

Contents of the Financial Statements for the Year Ended 31 March 2023

	Page
Reference and administrative details	1
Report of the trustees	2 to 7
Report of the independent auditors	8 to 11
Statement of financial activities	12
Balance sheet	13
Cash flow statement	14
Notes to the cash flow statement	15
Notes to the financial statements	16 to 24
Detailed statement of financial activities	25 to 26

Mayfield Fellowship

Reference and Administrative Details
for the Year Ended 31 March 2023

Trustees	Ms L Jackson A B Jackson L M Lee Mrs A McCormick Ms D Slee Ms J A Speariett C Speariett Mrs J Clements (appointed 20.10.22)
Company secretary	Ms D Slee
Registered office	Mayfield Court 40 Youens Way Liverpool L14 2EP
Registered company number	01901404 (England and Wales)
Registered charity number	516466
Auditors	Warr & Co Limited Chartered Accountants & Statutory Auditors Mynshull House 78 Churchgate Stockport SK1 1YJ
Solicitors	Brabners Chaffe Street Horton House Exchange Flags Liverpool L2 3YL
Advisers	Barclays Bank Plc South Liverpool Management Centre 394 Edge Lane Liverpool L7 9PX

Mayfield Fellowship
Report of the Trustees
for the Year Ended 31 March 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Strategic report

Achievement and performance

Charitable activities

Mayfield Court is a purpose-built building that was opened in 1983 is based in Knotty Ash in Liverpool. The home is registered with the Care Quality Commission under the Health and Social Care Act 2008 as a care home to provide accommodation and personal care for 35 residents.

Mayfield Fellowship provides care and support in a safe and secure environment that empowers residents to live their life as independently as they are able irrespective of their disability. The client group who access services have complex physical disabilities which may include clients with learning disabilities and mental health needs following an injury at birth (Cerebral Palsy), acquired brain injury through trauma or neurological disorders. Mayfield Fellowship is registered to provide services with Liverpool, Sefton, Knowsley and East Ridings Social Services.

Mayfield Court is an approved provider for Liverpool Social Services providing placements for clients who require specialist residential care. The home continues to maintain full occupancy. Referral for placements at the service continues to be via Liverpool Social Service portal system.

During this reporting period we continued to have restrictions placed on the care home due to COVID 19. Towards the later end of this reporting period, following appropriate risk management, we were able to once again re-commence face to face assessments and report minimal voids.

Residents

Referrals of new residents who are placed at Mayfield Court continue to be under the age of 65 and potential residents over the age of 65 continue to find it difficult to secure funding for a placement within the home.

There has been significant increase in complexity of needs of potential residents who are referred to the service. The senior management team undertake a comprehensive assessment of potential residents to ensure the service can meet individual needs.

As we began to live with COVID 19 and the home returning to a new "norm" we have resumed residents meetings.

Again as we live with COVID 19 residents have begun to enjoy activities within the home and the wider community, although the use of What's App group and other social platforms remain in place.

Although we are living with COVID 19 there remains a risk of a COVID 19 outbreak and in the event of an outbreak all relevant Infection Control procedures will be implemented.

A review of the role of drivers was undertaken and the decision was made to retain drivers as they have a significant impact on staff retention and recruitment.

Sadly, this year we lost the following residents, John Richards and Kim Jenkins, their deaths were not Covid related. Both residents are greatly missed by staff and residents.

Mayfield Fellowship

Report of the Trustees **for the Year Ended 31 March 2023**

Strategic report

Achievement and performance

Staffing

As we live with COVID 19 we have entered a more stable period within our staff group and this has once again enabled us to continue to provide the highest levels of care and support to meet our residents needs.

During the pandemic CQC suspended all on site inspections and this policy remains in place. We receive monthly reports from CQC stating that they have undertaken external audits of our service and at present there are no concerns and these audits do not affect the home's rating. The Chief Executive and Senior Management Team completed their PIR to CQC (Provider Information Return) which is a legal requirement in February 2022.

Recruitment and selection of care staff has always been a challenge, even as we live with COVID 19, the challenges remain at a level never seen before within Social Care and we expect this.

Fundraising

Due to the Covid 19 pandemic fundraising activities were restricted with the only funds raised being from residents bingo.

Financial review

Financial position

The Fellowship has a policy document titled 'Internal Financial Controls' which is based on Charity Commission recommendations. The document sets out the basic internal controls required.

The Finance Director continues to work with the Senior Management Team in monitoring and reviewing all financial systems. Financial information is reported to the Board at their regular meetings.

The total incoming resources for the year were £2,104,785 (2022 £2,013,452). The total resources expended were £2,164,793 (2022 £1,986,893) resulting in a deficit of £60,008 (2022 £26,559 surplus). The Trustees are satisfied that the Fellowship has adequate resources to maintain and develop its activities.

Principal funding sources

The main source of income is unrestricted income from various local authorities, residents and the Department for Work and Pensions for the provision of residential care. The main expenditure is the provision of this service.

Reserves policy

Reserves are retained in order to meet moral, statutory and other commitments arising from the withdrawal or reduction of funding. The Trustees consider that this should be at least six months running costs. As at 31 March 2023 the Charity held reserves of £991,633 (2022 £1,051,641).

Reserves are also retained to finance future plans in line with the Fellowship's aims. Monies on deposit are reviewed regularly to ensure that the best possible interest rate can be achieved. The Trustees consider that this level of free reserves is sufficient, and in line with the amount determined by the policy.

Public Benefit

The trustees confirm that they have referred to the guidance contained in the Charity Commissioners general guidance on public benefit when reviewing the charity's aims and objectives. The Trustees regard the activities of the Charity to fall within the definition of a charitable purpose relating to carers.

Mayfield Fellowship

Report of the Trustees **for the Year Ended 31 March 2023**

Structure, governance and management

Governing document

As a company limited by guarantee and not having share capital, Mayfield Fellowship's governing document is its Memorandum and Articles of Association (updated January 2016).

Mayfield Fellowship carries out its charitable activities at Mayfield Court and is sometimes referred to by this name.

Recruitment and appointment of new trustees

The Board of Trustees (who are also Directors for the purpose of Company law) are responsible for the overall governance of the Charity.

Mayfield Fellowship follows a robust recruitment and selection procedure in the recruitment of all potential trustees. All applicants must apply for an enhanced DBS disclosure and sign a declaration that they are not disqualified from becoming a company director or from working with vulnerable adults.

Employees of Mayfield Fellowship or SCOPE are disqualified from becoming a trustee.

Following an expression of interest, potential trustees are invited to Mayfield Court to meet with the Chair and Chief Executive.

A synopsis of the applicants skills, experience and interests together with the Fellowships expectations in the role and the responsibilities of a trustee are discussed. The Chief Executive provides an overview of the care and service delivery at Mayfield Court. They are also given a tour of the home.

The applicant receives an information pack that contains all relevant documents pertinent to the role of a trustee at Mayfield Fellowship and a signed receipt is obtained.

Once suitability of applicants is established they are then invited to attend a minimum of two board meetings in the role as an observer.

On completion of the recruitment and selection process the applicant can, if appropriate be put forward for election as a Trustee to the Board.

Subject to the Memorandum of Association the Trustees may appoint any member as a Trustee in order to fill a casual vacancy or by way of an addition to the Board.

Mayfield Fellowship

Report of the Trustees for the Year Ended 31 March 2023

Structure, governance and management

Organisational structure

All Trustees hold office until the Annual General Meeting when a percentage of the Trustees in line with the Articles of Association resign and offer themselves for re-election by the Members of the Charity.

All Trustees are expected to retain their skills and knowledge of any legislation or organisational change that may affect care and service delivery at Mayfield Fellowship by attending training seminars arranged by the Fellowships solicitors or the Charity Commission. To demonstrate compliance with Regulation 17 Good Governance of the Health & Social Care Act 2008 the Trustees have a responsibility to ensure there is effective governance including assurance and auditing the systems and processes in place at Mayfield Fellowship to monitor, assess and mitigate any risks to the health, safety and welfare of residents who use the service and the staff who work within the home.

The Board of Trustees also have two sub-committees reporting directly to the Board, the remuneration sub-committee and the future development sub-committee. The remuneration sub-committee benchmarks potential salary increases and new post salaries against current market rates for those posts and ensures that legal requirements such as the minimum wage are adhered to.

The day to day management and administration of Mayfield Fellowship is delegated to salaried manager's who report to the Chief Executive, who in turn reports to the Board of Trustees.

Chair of the Trustees	L M Lee
Vice Chair	J A Speariett
Finance Director	A B Jackson
Chief Executive	Carole Ackers
Senior Management Team	
Operational Finance Director	Colin Billington
Head of Care	Adele Gorman
Deputy Head of Care	Naomi Bedford
Quality Manager	Victoria Jones

Board meetings

There are regular board meetings, a minimum of six per year where the Chief Executive reports directly to the Board covering all aspects of service delivery and the business at Mayfield Court.

Mayfield Fellowship

Report of the Trustees **for the Year Ended 31 March 2023**

Structure, governance and management

Quality and regulatory checks

The Chief Executive and Quality Manager continually monitor and review internal systems and processes that are in place to monitor the quality of care and service delivery at the home, to ensure we meet the requirements of the Health and Social Care Act and compliance with Social Services Contracts.

All policies and procedures that demonstrate governance are monitored and reviewed annually under the quality audit system.

Mayfield Court retained their outstanding status with CQC in July 2023 and remains the only Outstanding residential service in the Liverpool area.

Due to the Covid pandemic there has been major restrictions on visits into the home. Regular weekly meetings via Zoom platform were held with Liverpool Social Services and North West Public Health England. CQC undertook an unannounced visit to the home strictly adhering to Covid Infection Control guidelines on 30th October 2020 undertaking a targeted inspection focusing on infection control, the report found the home was compliant with all legislation. Infection control audit was undertaken by Liverpool Social Services on management of Covid pandemic/infection control measures, the home was compliant with all guidelines.

Wider network

The Chief Executive continues to meet with other charities and residential care providers in the Liverpool area.

Risk management

The Trustees and Senior Management Team continue to monitor and review the Charity's Business Plan. This enables them to identify the types of risks the Charity faces, both from internal and external factors and to implement the relevant risk management strategies. The Business Plan was last reviewed by the Chief Executive and future development sub-committee in March 2020. The Business Plan and governance procedures are reviewed annually.

Statement of trustees' responsibilities

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

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

Mayfield Fellowship

Report of the Trustees
for the Year Ended 31 March 2023

Statement of trustees' responsibilities - continued

In so far as the trustees are aware:

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

Auditors

The auditors, Warr & Co Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a Strategic report, approved by order of the board of trustees, as the company directors, on 9 January 2024 and signed on the board's behalf by:

L M Lee - Trustee

Report of the Independent Auditors to the Members of
Mayfield Fellowship

Opinion

We have audited the financial statements of Mayfield Fellowship (the 'charitable company') for the year ended 31 March 2023 which comprise the Statement of financial activities, the Balance sheet, the Cash flow statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

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 Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Report of the independent auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In 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 this gives rise to a material misstatement in the financial statements themselves. 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 Report of the trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the trustees has been prepared in accordance with applicable legal requirements.

Report of the Independent Auditors to the Members of
Mayfield Fellowship

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the trustees.

We have nothing to report in respect of the following matters where 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.

Responsibilities of trustees

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

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

Report of the Independent Auditors to the Members of Mayfield Fellowship

Our 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 a Report of the independent auditors 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:

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

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the company through discussions with the trustees and other management and review of appropriate industry knowledge;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

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

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

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

- performed analytical procedures as a risk assessment tool to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions; and undertook substantive testing on a sample basis;
- reviewed the application of accounting policies with focus on those with heightened estimation uncertainty.

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

- agreeing financial statement disclosures to underlying supporting documentation; and
- enquiring of management as to actual and potential litigation and claims.

Due to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, as with any audit, there remained a higher risk of nondetection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing fraud or non-compliance with laws and regulations and cannot be expected to detect all fraud and non-compliance with laws and regulations.

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. This description forms part of our Report of the Independent Auditors.

Report of the Independent Auditors to the Members of
Mayfield Fellowship

Use of our report

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

Nicola Joyce (Senior Statutory Auditor)
for and on behalf of Warr & Co Limited
Chartered Accountants
& Statutory Auditors
Mynshull House
78 Churchgate
Stockport
SK1 1YJ

15 January 2024

Mayfield Fellowship

Statement of Financial Activities
for the Year Ended 31 March 2023

		Unrestricted funds	Restricted fund	31.3.23 Total funds £	31.3.22 Total funds £
	Notes	£	£		
Income and endowments from					
Donations and legacies	2	849	11,847	12,696	46,128
Charitable activities	5				
Residential care fees		2,064,480	4,269	2,068,749	1,960,503
Other trading activities	3	21,543	-	21,543	6,303
Investment income	4	1,797	-	1,797	518
Total		2,088,669	16,116	2,104,785	2,013,452
Expenditure on					
Charitable activities	6				
Residential care fees		2,148,677	16,116	2,164,793	1,986,893
NET INCOME/(EXPENDITURE)		(60,008)	-	(60,008)	26,559
Reconciliation of funds					
Total funds brought forward		1,051,641	-	1,051,641	1,025,082
Total funds carried forward		991,633	-	991,633	1,051,641

The notes form part of these financial statements

Mayfield Fellowship

Balance Sheet

31 March 2023

			31.3.23	31.3.22
		Unrestricted funds	Restricted funds	Total funds
	Notes	£	£	£
Fixed assets				
Tangible assets	12	109,953	-	109,953
Current assets				
Debtors	13	200,744	-	200,744
Cash at bank		899,139	-	899,139
		<u>1,099,883</u>	<u>-</u>	<u>1,099,883</u>
				1,186,430
Creditors				
Amounts falling due within one year	14	(218,203)	-	(218,203)
		<u>881,680</u>	<u>-</u>	<u>881,680</u>
Net current assets				898,787
Total assets less current liabilities		991,633	-	991,633
		<u>991,633</u>	<u>-</u>	<u>991,633</u>
NET ASSETS				1,051,641
Funds	16			
Unrestricted funds				991,633
Total funds				<u>991,633</u>
				<u>1,051,641</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 9 January 2024 and were signed on its behalf by:

L M Lee - Trustee

A B Jackson - Trustee

The notes form part of these financial statements

Mayfield Fellowship

Cash Flow Statement
for the Year Ended 31 March 2023

	Notes	31.3.23 £	31.3.22 £
Cash flows from operating activities			
Cash generated from operations	1	66,746	235,845
Net cash provided by operating activities		66,746	235,845
Cash flows from investing activities			
Purchase of tangible fixed assets		(21,844)	(110,975)
Sale of tangible fixed assets		-	2,001
Interest received		1,797	518
Net cash used in investing activities		(20,047)	(108,456)
Change in cash and cash equivalents in the reporting period		46,699	127,389
Cash and cash equivalents at the beginning of the reporting period		852,440	725,051
Cash and cash equivalents at the end of the reporting period		899,139	852,440

The notes form part of these financial statements

Mayfield Fellowship

Notes to the Cash Flow Statement
for the Year Ended 31 March 2023

1. Reconciliation of net (expenditure)/income to net cash flow from operating activities

	31.3.23	31.3.22
	£	£
Net (expenditure)/income for the reporting period (as per the Statement of financial activities)	(60,008)	26,559
Adjustments for:		
Depreciation charges	64,744	70,709
Profit on disposal of fixed assets	-	(1,571)
Interest received	(1,797)	(518)
Decrease in debtors	133,247	22,803
(Decrease)/increase in creditors	(69,440)	117,863
Net cash provided by operations	<u>66,746</u>	<u>235,845</u>

2. Analysis of changes in net funds

	At 1.4.22	Cash flow	At 31.3.23
	£	£	£
Net cash			
Cash at bank	852,440	46,699	899,139
	<u>852,440</u>	<u>46,699</u>	<u>899,139</u>
Total	<u>852,440</u>	<u>46,699</u>	<u>899,139</u>

The notes form part of these financial statements

Mayfield Fellowship

Notes to the Financial Statements for the Year Ended 31 March 2023

1. Accounting policies

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Critical accounting judgements and key sources of estimation uncertainty

In the application of the charitable company's accounting policies, the trustees are required to make judgements, estimates and assumptions about carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

Tangible fixed assets are stated at cost less accumulated depreciation. Management have used their expectation of the estimated useful lives of each category of assets in order to ensure the appropriate provision is made for depreciation. Details are noted in the accounting policies and the depreciation provision is stated in note 12.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Fees for residential care represent the total amount of unrestricted monies received from local authorities, service users and the Department for Work and Pensions. Fees received that relate to a future period are deferred and released to the Statement of Financial Activities in the that future period.

Cash donations are recognised on receipt. Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by the volunteers has not been included in these financial statements.

Investment income is included when receivable.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Expenditure on raising funds comprises the costs associated with attracting donations and costs of any trading or similar activities 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, including governance costs.

Mayfield Fellowship

Notes to the Financial Statements - continued **for the Year Ended 31 March 2023**

1. Accounting policies - continued

Expenditure

Governance costs are those costs incurred in connection with the administration of the Charity and compliance with constitutional and statutory requirements.

Allocation and apportionment of costs

Resources expended are allocated between the expenditure categories 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 such as floor space and time spent.

Tangible fixed assets

Tangible fixed assets are measured at cost less accumulated depreciation.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Short leasehold improvements - 20% on cost

Fixtures, fittings and equipment - at varying rates on cost

Motor vehicles - 25% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities and is not registered for VAT purposes. Any VAT paid is treated as part of the relevant expenditure incurred.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of financial activities on a straight line basis over the period of the lease.

Going concern

The trustees have assessed the charitable company's financial position and are confident that there is a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future, being at least 12 months from the date of approval of the financial statements. Thus the financial statements have been prepared on a going concern basis.

Government grants

Government grants are accounted for on a receivable basis.

Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Mayfield Fellowship

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

1. Accounting policies - continued

Financial instruments

Basic financial liabilities, which include creditors, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

2. Donations and legacies

	31.3.23	31.3.22
	£	£
Donations	<u>12,696</u>	<u>46,128</u>

3. Other trading activities

	31.3.23	31.3.22
	£	£
Fundraising events	705	333
Other income	<u>20,838</u>	<u>5,970</u>
	<u>21,543</u>	<u>6,303</u>

4. Investment income

	31.3.23	31.3.22
	£	£
Short term deposit	<u>1,797</u>	<u>518</u>

5. Income from charitable activities

	31.3.23	31.3.22
	£	£
Residential care		
Activity		
Residential care fees	2,064,120	1,879,400
Grants		
Residential care fees	<u>4,629</u>	<u>81,103</u>
	<u>2,068,749</u>	<u>1,960,503</u>

Grant income represents amounts received from the Workforce Recruitment and Retention Fund for adult social care.

Mayfield Fellowship

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

6. Charitable activities costs

	Direct Costs £	Support costs (see note 7) £	Totals £
Residential care fees	<u>1,281,851</u>	<u>882,942</u>	<u>2,164,793</u>

7. Support costs

	Management £	Governance costs £	Totals £
Residential care fees	<u>857,032</u>	<u>25,910</u>	<u>882,942</u>

8. Net income/(expenditure)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.23 £	31.3.22 £
Auditors' remuneration	5,775	7,200
Auditors' remuneration for non audit work	1,400	2,880
Depreciation - owned assets	64,745	70,709
Equipment hire	9,725	8,570
Surplus on disposal of fixed assets	-	(1,571)
	<u> </u>	<u> </u>

9. Trustees' remuneration and benefits

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

Travelling expenses amounting to £388 were reimbursed to two trustees and meals provided to trustees at board meetings and team building events amounted to a cost of £536. The trustees also attended the staff annual event at Aintree Racecourse at a cost to the charity of £3,832.

Mayfield Fellowship

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

10. Staff costs

	31.3.23	31.3.22
	£	£
Wages and salaries	1,446,152	1,381,002
Other pension costs	33,784	32,282
	<u>1,479,936</u>	<u>1,413,284</u>

The average monthly number of employees during the year was as follows:

	31.3.23	31.3.22
Senior management	5	5
Residential care services	29	33
Support staff	21	15
	<u>55</u>	<u>53</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	31.3.23	31.3.22
£70,001 - £80,000	-	1
£80,001 - £90,000	1	-
£90,001 - £100,000	1	1
	<u>2</u>	<u>2</u>

11. Comparatives for the statement of financial activities

	Unrestricted funds £	Restricted fund £	Total funds £
Income and endowments from			
Donations and legacies	39,128	7,000	46,128
Charitable activities			
Residential care fees	1,960,503	-	1,960,503
Other trading activities	6,303	-	6,303
Investment income	518	-	518
Total	<u>2,006,452</u>	<u>7,000</u>	<u>2,013,452</u>
Expenditure on			
Charitable activities			
Residential care fees	1,979,893	7,000	1,986,893
NET INCOME	26,559	-	26,559

Mayfield Fellowship

Notes to the Financial Statements - continued **for the Year Ended 31 March 2023**

11. Comparatives for the statement of financial activities - continued

	Unrestricted funds	Restricted fund	Total funds
	£	£	£
Reconciliation of funds			
Total funds brought forward	1,025,082	-	1,025,082
Total funds carried forward	<u>1,051,641</u>	<u>-</u>	<u>1,051,641</u>

12. Tangible fixed assets

	Short leasehold improvements £	Fixtures, fittings & equipment £	Motor vehicles £	Totals £
Cost				
At 1 April 2022	653,376	269,522	86,210	1,009,108
Additions	-	21,844	-	21,844
At 31 March 2023	<u>653,376</u>	<u>291,366</u>	<u>86,210</u>	<u>1,030,952</u>
Depreciation				
At 1 April 2022	609,049	196,073	51,132	856,254
Charge for year	12,042	35,772	16,931	64,745
At 31 March 2023	<u>621,091</u>	<u>231,845</u>	<u>68,063</u>	<u>920,999</u>
Net book value				
At 31 March 2023	<u>32,285</u>	<u>59,521</u>	<u>18,147</u>	<u>109,953</u>
At 31 March 2022	<u>44,327</u>	<u>73,449</u>	<u>35,078</u>	<u>152,854</u>

13. Debtors: amounts falling due within one year

	31.3.23 £	31.3.22 £
Trade debtors	169,942	251,970
Other debtors	5,151	-
Prepayments and accrued income	25,651	82,020
	<u>200,744</u>	<u>333,990</u>

Mayfield Fellowship

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

14. Creditors: amounts falling due within one year

	31.3.23	31.3.22
	£	£
Trade creditors	41,821	72,060
Social security and other taxes	40,470	30,953
Other creditors	15,185	69,028
Accruals and deferred income	120,727	115,602
	<u>218,203</u>	<u>287,643</u>

15. Leasing agreements

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31.3.23	31.3.22
	£	£
Within one year	118,797	119,387
Between one and five years	430,185	37,367
In more than five years	493,399	1,080
	<u>1,042,381</u>	<u>157,834</u>

16. Movement in funds

	At 1.4.22	Net movement in funds	At 31.3.23
	£	£	£
Unrestricted funds			
General fund	1,051,641	(60,008)	991,633
TOTAL FUNDS	<u>1,051,641</u>	<u>(60,008)</u>	<u>991,633</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	2,088,669	(2,148,677)	(60,008)
Restricted funds			
Restricted fund	16,116	(16,116)	-
TOTAL FUNDS	<u>2,104,785</u>	<u>(2,164,793)</u>	<u>(60,008)</u>

Mayfield Fellowship

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

16. Movement in funds - continued

Comparatives for movement in funds:

	At 1.4.21 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	925,082	26,559	951,641
Designated fund	100,000	-	100,000
	<u>1,025,082</u>	<u>26,559</u>	<u>1,051,641</u>
TOTAL FUNDS	<u>1,025,082</u>	<u>26,559</u>	<u>1,051,641</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	2,006,452	(1,979,893)	26,559
Restricted funds			
Restricted fund	7,000	(7,000)	-
	<u>2,013,452</u>	<u>(1,986,893)</u>	<u>26,559</u>
TOTAL FUNDS	<u>2,013,452</u>	<u>(1,986,893)</u>	<u>26,559</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	925,082	(33,449)	891,633
Designated fund	100,000	-	100,000
	<u>1,025,082</u>	<u>(33,449)</u>	<u>991,633</u>
TOTAL FUNDS	<u>1,025,082</u>	<u>(33,449)</u>	<u>991,633</u>

Mayfield Fellowship

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

16. Movement in funds - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	4,095,121	(4,128,570)	(33,449)
Restricted funds			
Restricted fund	23,116	(23,116)	-
TOTAL FUNDS	<u>4,118,237</u>	<u>(4,151,686)</u>	<u>(33,449)</u>

Designated funds are funds earmarked for the refurbishment of the centre.

Restricted funds relate to donations and grants received in respect of staff retention and staff costs.

17. Capital commitments

	31.3.23 £	31.3.22 £
Contracted but not provided for in the financial statements	<u>-</u>	<u>1,877</u>

18. Related party disclosures

There were no related party transactions during the year other than the transactions with the Trustees as stated in note 9 and the senior management personnel as disclosed in note 10.

Mayfield Fellowship

Detailed Statement of Financial Activities
for the Year Ended 31 March 2023

	31.3.23 £	31.3.22 £
Income and endowments		
Donations and legacies		
Donations	12,696	46,128
Other trading activities		
Fundraising events	705	333
Other income	20,838	5,970
	21,543	6,303
Investment income		
Short term deposit	1,797	518
Charitable activities		
Residential care	2,064,120	1,879,400
Grants	4,629	81,103
	2,068,749	1,960,503
Total incoming resources	2,104,785	2,013,452
Expenditure		
Charitable activities		
Wages	806,953	900,574
Pensions	18,852	21,105
Equipment hire	9,725	8,570
Rent, rates and water	102,859	104,536
Light and heat	95,287	45,641
Catering, cleaning and medical	134,207	106,769
Sundries	3,903	4,433
Motor and travel costs	1,929	3,042
Repairs and maintenance	694	3,402
Legal and professional	6,253	5,509
Resident's activities	23,568	19,886
Other staff costs	15,268	-
Depreciation - short leasehold improvements	11,440	14,333
Depreciation - fixtures, fittings and equipment	33,982	16,083
Depreciation - motor vehicles	16,931	38,692
Loss on sale of tangible fixed assets	-	(236)
	1,281,851	1,292,339

This page does not form part of the statutory financial statements