



ANNUAL REPORT 2020/21

The Aldingbourne Trust

Registered Charity
276484

Company no: 01385053

**Aldingbourne
Trust**
Support Change • Live Life • Change Lives

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CHAIRPERSON'S & MANAGING DIRECTOR'S INTRODUCTION FOR THE YEAR ENDED 31 MARCH 2021

In the lead up to 2020, "best laid plans" were in place. We were getting ready for a great year, building on the developments we'd been working on in 2019/20. As winter turned to early spring the ominous news of the COVID virus had other plans for us. It has been a quite extraordinary year. With the combined efforts of the people we support, staff, volunteers, families and supporters, we dealt with everything we could never have imagined we would be faced with.

We "locked down" early. Our response to the pandemic has been to be as proactive as possible with regular, clear communications and guidance. This has not been easy, and has needed a combination of pragmatism, interpretation and sound decision making. Overnight people's support, routines and lifestyles changed. The need to balance risk with opportunities to continue to develop and enjoy life has been a constant theme throughout the year. The scramble for PPE early on was predicted by Lu Dash, our Head of Support, who kept a steady, constant watch on supplies, policies and pressures across the Trust and Lu is to be commended. The demands on staff have also been under the watchful eye of our new Head of HR, Gemma Baldwin, who had barely started when the pandemic was upon us. With the combined efforts of everyone across the Trust we are very proud of what people have achieved. The commitment, sacrifices and determination to keep people safe shone through.

Our 'Super 7 ways to Stay Safe' - following public health guidance - were emblazoned across t shirts, posters and communications. Thank you to everyone who continues to follow this guidance and take precautions to keep people well. We are relieved there have been no cases of internal transmission of the virus and there is a 95% vaccination rate amongst staff.



The range of challenges - from shutting down some of our enterprises, through to maintaining our supported living services throughout 2020/21 has been tough. Staff have worked flexibly, diligently and with great care for the people we support. Meals were cooked and delivered, shopping was taken care of, health needs continued to be met. For social contact we moved rapidly over to digital support for many.

CHAIRPERSON'S & MANAGING DIRECTOR'S INTRODUCTION FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)



There have been creative, touching, inspiring ways of connecting people, collaborating across organisations, we have watched people develop and grow - with some new faces taking the lead in sharing their skills, staying connected and supporting each other.

Many people continued to have support in their home/community and we have been able to continue to move people into high quality homes which meet their needs.



As restrictions eased, those first tentative steps of welcoming people back to our enterprises were skillfully managed. Special thanks to our General Manager, Peter Stanley, whose background in logistics came to the fore, to Michelle McKinley Bell for her renowned organisational acumen and to our Quality Manager, Debbie Bagnall for the hundreds of risk assessments and clarifications she has dealt with.

Many staff needed to work from home, risking a sense of disconnection. Once again technology and regular contact has helped - a huge thanks to our managers for your awareness and availability to support your teams. For all those staff balancing home schooling and work, we thank you.

**CHAIRPERSON'S & MANAGING DIRECTOR'S INTRODUCTION
FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)**

Another area of concern was the impact on the finances of the Trust. The board and senior managers constantly evaluated results and forecasts and some tough decisions were made to close some of our activities. Due to careful financial management and with the aid of some central government funding we close the year with a modest surplus but are aware of ongoing challenges. Our thanks to Clive Owen, Head of Finance, who has navigated us through changes to VAT requirements, grant claims/reporting and monitoring cashflow in such uncertain times.

On a national level, the social care funding crisis continued, with reform pushed back again. In an already fragile sector, the resilience demonstrated during the year is astounding. We are aware of the toll it has taken on our teams, people we support and their families and have tried to connect with and thank people for their support over the year.

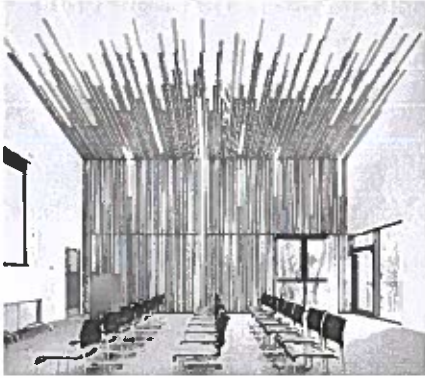
Many people have been affected by increases in social care charges which were applied in January 2021. For some these have been significant. We are working closely with individuals and families to ensure financial assessments and benefits reflect each person's circumstances.

We must also thank Peter for his work on implementing MS Teams & Office 365 across the Trust. This could not have been introduced at a better time - it supported us to function more efficiently and collaboratively. Our collective IT infrastructure and knowledge was aided by some National Lottery & Police and Crime Commissioner funding for our TechMate scheme - enabling us to support people on their digital devices remotely.

We have been able to improve the facilities at the Country Centre for people we support - including the upgrading/addition of toilets and new Changing Places area, a new layout and training, eating areas - thanks are due to the Cullum Family Trust, F G Woodger Charitable Trust, Ernest Kleinwort Foundation, Baily Thomas Charitable Fund, Garfield Weston Foundation, Lawson Charitable Trust, as well as many staff fundraising activities.

As 2020 drew to a close we were delighted our Quarry Building at the Country Centre won the Sussex Heritage Award for the Public and Community category.

**CHAIRPERSON'S & MANAGING DIRECTOR'S INTRODUCTION
FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)**



Thank you to everyone who has supported us - your kindness and recognition of our work has meant more than ever this year.

A handwritten signature in black ink, appearing to read 'Frances Russell'.

Frances Russell
Chair

A handwritten signature in black ink, appearing to read 'Sue Livett'.

Sue Livett
MD

REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2021

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31st March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (as amended for accounting periods commencing from 1 January 2016).

WHAT THE ALDINGBOURNE TRUST DOES

The Trust's mission

To support people with disabilities to develop and live the lives they choose.

Public Benefit

The trustees confirm that when reviewing the charitable company's activities and devising future programmes, they have referred to the Charity Commission's general guidance on public benefit and complied with their duties under Section 17 of the Charities Act 2011.

All our charitable activities are planned to ensure we deliver public benefit and we continue to place great emphasis on our charitable objects. In particular, the trustees consider that The Aldingbourne Trust makes a significant contribution to support services in West Sussex and the surrounding area and that our services are of public benefit to people living with disabilities and the wider local community. The activities undertaken in 2020/21 which contribute to our charitable aims are outlined in more detail within the 'Activities and Impact' section of this report.

REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

Our mission is to support people with disabilities to live the lives they choose.

In 1978 a group of parents realised a joint ambition by forming the Aldingbourne Trust - providing meaningful, valued opportunities for people with learning disabilities, physical disabilities and autism. The Trust currently provides support which includes housing, employment, leisure, education, training, getting out and about and living good lives. We work in West Sussex and Portsmouth.

We believe

In continual change and challenge. We know that people, society, technology and attitudes change - sometimes this is out of our control, sometimes change is not as fast as we would like. Our approach is to keep pushing expectations, boundaries and beliefs and to:

- Make a difference.
- Offer real life opportunities - to do things that matter to all of us.
- Work together - listen, then do.
- Not break the law, but we may challenge it.
- Be enterprising & sustainable.
- Be mindful of looking after our environment - reduce/reuse/recycle.
- Have fun - enjoy life!

Why & how

The Aldingbourne Trust is a charity and is mindful of the requirement to operate for public benefit. We do this because people with learning disabilities/autism are over-represented in studies which highlight health, education, housing, financial and social inequalities. Studies (ONS, Learning Disability Mortality Review) are showing the pandemic has affected people with learning disabilities disproportionately. Mencap has highlighted that the death rate for 18-34-year-olds with a learning disability is 30 times higher than the rest of the population.

To challenge and counteract inequality we focus our resources to build social value by discovering what is possible, available and good. We have 6 guiding themes - collaborating, efficiency, influencing, enterprising, innovating and proving.

REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

We encourage people to try new things, to make choices and to step out of their (and our) comfort zone when it feels right.

Our support for living services are committed to enabling people to live ordinary lives. By this we mean having a job, living in ordinary houses, on ordinary streets.

We expect our staff to understand people's individual needs and take the most appropriate approach for people to live good lives and do what is important to them. Living an ordinary life isn't boring, it is up and down, it is rich with friends, family, neighbours, colleagues and community possibilities, with all the challenges and achievements which we all should encounter. We provide a continuum of support - ranging from drop in's to intensive, 24 hour support.



The Aldingbourne Trust manages enterprises at the Aldingbourne Country Centre, near Chichester, Number 73 in Aldwick and MAKE in Fratton, Portsmouth. These venues provide a supportive environment for people to learn, train and develop independence by providing opportunities on site and in our communities across a range of areas: -

- Retail
- Hospitality, including cafes and hosting conferences
- Creative arts, including workshops for the public
- Horticulture, including the Adopt a Station scheme at railway stations
- Events for the public
- Wood recycling & wood workshop, the Littlehampton Long Bench & Hotham bench schemes
- Our Open Farm

REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

The pandemic reduced the amount of visitors we would usually welcome at our venues - we were down significantly compared to the 60,000 people we saw in the previous year.



We've Missed You!

The Aldingbourne Trust also supports people to obtain and maintain paid and voluntary work, building on skills and interests to find the right fit for the employee and employer across West Sussex.

We are invested in providing prevention support - our My Network Plus, My Network and LIMA (Low Intensity Management for Autism) services cover West Sussex. The venues were mainly shut during the year, but contact was continued in the community and digitally.

We supported more people than we ever have before, ensuring people had the essentials, links with others, activities and practical/emotional support when needed. A social worker has described this service as “phenomenal”.

#MyAldingbourneFamily

Although the people we support in our supported living services may not be able to see their friends and family in person right now, they have a great support network around them from us and our other tenants.

Learning Disability Week 2020

The importance of friendships during lockdown.

REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

MAKE also hosts Portsmouth's Gig Buddies scheme - matching people based on their interests and appetite for adventure.

“ GIG BUDDIES ”

Since our daughter has become involved with Gig Buddies it has put her as much in touch with her peers, which is something she needed personally.

The great initiative of the Rev. Mrs. Harris, the Project Co-ordinator and team, the wonderful Gig Buddies, whose fun and involvement with our daughter has, without suggesting, made a very pleasant impact on her, and our lives.

Basically, our 27 year old daughter now has a social life, she is more confident and involved in her own activities, and she is a much happier person as a consequence.

M.A.S. thanks to Gig Buddies.

The story of 2020-21

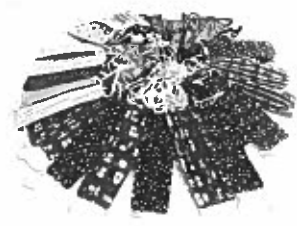
Some stats

- During the year we worked with 1596 people who have a learning disability/autism/a lifelong condition.



- We employed 281 staff, including 2 apprentices
- We were supported by 227 wonderful volunteers, who cooked, delivered, sold handmade art & cards, provided online yoga sessions, worked on the farm, undertook maintenance, offered one to one walking time and online coffee mornings.

THE ALDINGBOURNE TRUST | 10



REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

Corporate Volunteers

We have regular support from many corporate volunteers from organisations including Lloyds Bank, Southern Water, Mercers, NatWest Bank, Barclays Bank, Seaford College, Sussex Partnership (NHS Trust), The Kitchen Store, Profile Pharma, Waitrose, Galliford Try, Body Shop

- All of our CQC registered services have a rating of good.
- We are proud to be a founding member of the Gr8 Support Movement - a national initiative of over 1,000 support workers who share, celebrate and collaborate to provide great support.
- During the year we supported 79 people to get a paid job, 9 people into training courses and 7 people to get voluntary work. We also supported 53 (enrolled and supported on the work preparation scheme) people to retain their job, collaborating with employers on working practices/reasonable adjustments.



Some feedback

“I have had the amazing support of my Employment Consultant from WorkAid. If it wasn't for her, I don't think I would be as confident in myself as I am now. She has helped me find jobs, apply for them, and has even sat through an actual interview of mine the first time we met! She has honestly made me realise that my autism isn't something I should ever be ashamed off.” Niamh Beard, person supported by WorkAid.

REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

"S had a cracking first day and frankly he has aced his first week. He has fitted in with the rest of the team brilliantly and if he carries on as he is now then he will breeze through his probation." Emma Croton, Production Manager, Bird and Blend Tea, Worthing.

Collaborating became more essential during the year. With other local providers, we combined in ordering and distributing PPE, shared clarifications, concerns and guidance.

After a bumpy start to the year, when funding was frozen by the Department of Health and Social Care, our Aldingbourne Trust National Partnership Workforce Development Fund grew from 45 employers and 185 single establishments to 80 employers with 242 establishments, allowing more social care staff to access good quality training and achieve recognised qualifications. We have supported over 584 employees this year with funding to complete 878 qualifications. Working with Skills for Care, the WDF also supported the Department of Health & Social Care's leadership and management development priorities. We are currently developing a new coaching apprenticeship with local providers.



Network West Sussex - a consortium of large and small providers, was awarded the prevention contract for My Network Plus/My Network services across the County. We built upon our previous work, and as lead contractor we have been pleased to be able to support more people than ever before, to prevent needs escalating and to provide enough support when it is needed. We were pleased to welcome the LIMA team (Low Intensity Management of Autism), who joined the Aldingbourne Trust. Their work supports hundreds of people who have autism.

Our WorkAid team is also a lead contractor, working alongside Impact Workability on a new supported employment contract which commenced in April 2020.

REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

To meet the challenge of transport during COVID times, we have worked with Makerspace Bognor Regis CIC, opening new premises in the centre of Bognor Regis. This is accessible to many people by walking. The premises are being upgraded and already have new toilets and a kitchen area. People get involved in live theatre, creative art and use the venue as a base to be active locally.



Whilst the Country Centre's café was closed, we supported UK Harvest (a local distributor of surplus food) to sort bulk food into smaller units for distribution.



Enterprising - the Country Centre, MAKE and Number 73 closed their premises for much of the year and switched to more flexible, community and digital support. We missed the people we support and our visitors. While they were away, we took the opportunity to reconfigure and improve the facilities used by people we support at the Country Centre. We were delighted to work with the renowned 'Theatre Inc' (Chichester College), providing a new creative space for people at the Country Centre.

REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

Influencing - has to come from an informed base. Our 'Access all Areas' group has found its stride and continued to develop, speaking from people's lived experience. AAA participated in the Learning Disability England conference and is becoming a voice which must be heard if we are to plan and shape support which works for people.

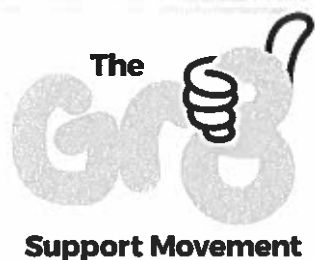


Powerful Trainers (people with learning disabilities and/or autism) continued with their Project Springwell work with the NHS, promoting healthcare for people with complex needs and continued training social work students.

The Community Solutions Consortium (Aldingbourne, Age UK West Sussex, Brighton & Hove, 4Sight, Independent Lives, Citizens Advice, Health Watch, MIND West Sussex, Carers Support West Sussex) has continued to meet, share good practice and promote the work of the voluntary sector.

Diana Roba, Manager of Individualised Support Services, joined an expert panel of practitioners led by Paradigm to review and make recommendations for improvement for a service for adults with autism.

Innovating the Gr8 Support Movement continues to connect social care staff to celebrate our work and share good practice. This year we have really appreciated the importance of having the right people in the right jobs.



REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

With the help of a National Lottery grant we have been able to develop more tech solutions to supporting people and empowering them to connect digitally. This move to more tech-based support has enabled us to support more people than ever before.

Supporting people in a pandemic was a challenge which was met with great creativity. Online support included Boredom Buster sessions, cookery, dance, competitions, karaoke, live music with Sarah Wood.



Aldingbourne's Scavenger Hunt



We also dropped off activity packs to people who were isolated, had art in the park (and car parks), scavenger hunts and a scarecrow festival in Portsmouth.

MAKE also ran cake decorating sessions, provided food boxes for collection/delivery, including a popular pizza kit.



REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

A brief case study to illustrate our work:

My Network service, Bognor Regis. S was lacking confidence previously and did not engage in social media. During lockdown, and of his own accord, he volunteered to upload cooking session videos to one of our social media channels. He has since presented a total of nine sessions, each lasting up to one-hour. He has had 123 views for one of his videos and averages around 100 viewers per show. As a result of this, S's confidence has increased dramatically and he is far more able to express himself, as well as delivering peer to peer support.

During the year one of the young people we support found the restrictions which necessitated familiar shops and cafes closing, very difficult to adapt to. One of her team offered a bespoke solution which resulted in them moving in next to each other.

Proving - our services remain full and some are oversubscribed. We have managed to support over 100 people to move on and become less dependent on us.

Despite the pandemic, we have been able to support more of the young people from our transition service to move to housing tailored to their needs and again we must thank the Transition Team for their fabulous work in helping people to become more confident and independent. We also thank our Individual Support Service, who meticulously planned the move of people with high support needs into new homes during the year.

The average number of sick days fell to 4.5 per employee (benchmarked against CIPD of 5.9 days). Employee turnover for the year was 13% (Skills for Care across the adult social care sector = 30%).

We note the gender pay gap reporting period has been extended to October 2021.

REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

We were delighted our Quarry Building at the Country Centre won the prestigious Sussex Heritage Trust 'Public and Community Building Award'. The judges said -

"It doesn't look like a social care facility" was the reaction of an early visitor to this brilliantly conceived and executed centre for people with special needs. The robust external appearance combines with the warm, playful interior. This and the high standard of finishes creates an environment in which people of all abilities can realise their potential. Well done, Aldingbourne Country Centre!"



Our dyslexia working group continued to meet, support each other and suggest adjustments to ease communication and record keeping.

**REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31
MARCH 2021 (CONTINUED)**

Areas which didn't go to plan

Our charity shop experienced a difficult trading year and despite the best efforts of the staff and volunteers, COVID restrictions meant it had to close.

Due to the sudden withdrawal of some local authority funds related to the COVID situation, we restructured some of our groups and closed departments across our enterprises.

Thank you



We are very fortunate to have the support of a range of national and local people, groups and organisations. We would like to thank the Portsmouth Museum, National Science Week, the Leathersellers Company, Sarah Wood, Nineveh House Players, Andrew Robson, the Chantry Quire, Cowdray Park, Friends of the Aldingbourne Trust. Pat and Denis Wright from a sale of hand painted cards, paintings and a walking book. Rathbone Brothers Plc, Sussex Police, Dr Tim Fooks, High Sheriff of West Sussex, Kreston Reeves, Waitrose - Rustington, Kerry Tapper's family, Henry Adams, Tesco Bags of Help, Wayfarers Masonic Lodge, Neighbourly and the magnificent mask makers, including Linda Warland.

Covid Emergency Funding was received from Local Connections, National Lottery Community Fund, Ernest Kleinwort Charitable Trust, Sussex Community Foundation, National Emergencies Trust, Hampshire Community Foundation.

Organisations and groups who use our facilities help us provide more opportunities for learning and development - people we support train in our cafes, kitchens, shops, enterprises and groups.

Our thoughts and very best wishes go to Els Whiteside's family. Els and her husband were amongst the visionaries who founded the Aldingbourne Trust.

REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

We'd also like to welcome the new staff and volunteers who joined us during the year, and to acknowledge there are many many occasions when people have gone above and beyond their usual duties to support people to have good lives. Congratulations to the 40 staff and volunteers who were nominated for awards this year - for going that extra mile, being creative and making a difference.

Safeguarding

Governance:

The Charity Commission requires the Board of Trustees to take an active role in ensuring safeguarding policies and procedures are proportionate to the level of vulnerability of the main client group that the organisation works with. This means that Trustees of the Aldingbourne Trust:

- are advised of serious safeguarding concerns.
- receive a written update of all safeguarding concerns that relate to the organisation as part of quarterly reports to the Board.
- Receive an annual review of safeguarding issues that relate to the organisation. The review highlights main areas of concern, detailing the learning and actions taken to prevent further issues arising.
- Take part in annual safeguarding training appropriate to the responsibilities of a Trustee.
- Approve changes to our safeguarding policy.

For the Trust as a whole, staff are trained in best practice regarding prevention, recognition and reporting safeguarding concerns. This includes recruitment practices, understanding relevant law and policies.

Quality audits continued throughout the year, observing working practices, checking support plans, risk assessments, safeguarding alerts, accidents and incidents and fire safety checks.

**REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31
MARCH 2021 (CONTINUED)****Fundraising Standards**

We abide by the guidelines of the Fundraising Regulator. In line with published guidelines, the Charity reports as follows:

- Aldingbourne Trust always seeks to ensure that everyone supporting the charity understands how their money will be used to improve the life of people with learning disabilities and autism.
- We raise a significant amount of money from the public and our aim is to ensure that we do this in both a respectful and compelling way.
- In all our fundraising, we work diligently to comply with the Fundraising Code of Practice and to champion the standards it promotes.
- All fundraising is carried out with the oversight of the Board of Trustees and the Senior Management.
- To date, we have not received any complaints about any of our fundraising. We do not contact people from cold lists, nor do we give or sell supporters' details to anyone else.
- Details of our fundraising campaigns are on our website and we actively encourage supporters to contact us with any feedback. It is vital that we communicate with our supporters in the manner they prefer and we are very keen to respect their privacy and preferences. We therefore maintain a detailed CRM system. To that end, we continuously check we never intrude on privacy and the vulnerable. We support measures that will improve public trust and support for the sector.
- Where we use the services of professional fundraisers, we maintain written agreements for clarity of our operations. We only engage with professional fundraisers that subscribe to the Institute of Fundraising. We currently retain on a contract basis one fundraiser that works for the Charity two days per week to assist on grant applications.
- We ensure that fundraising is done in compliance with the code of fundraising practice.

REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)**Equality, diversity and inclusion**

The Aldingbourne Trust recognises it is essential to provide equality of opportunity to everyone, without discrimination. The Trust is committed to eliminating discrimination and encouraging diversity amongst our workforce and in providing goods and services. The Trust has a policy to promote equality of opportunity, ensure our workforce is representative of all sections of society and promote good working practices with the people we support, other agencies and one another.

As an organisation which provides opportunities and support to people with disabilities, we believe it is essential to ensure that all people connected with the Trust will promote equality of opportunity and challenge discrimination. The Equality Act (2010) outlines the following protected characteristics:- age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex (gender) and sexual orientation. In addition to these, the Trust will promote equality and diversity in relation to marital status, learning needs, family responsibilities, and trade union membership. The Trust opposes all forms of unlawful and unfair discrimination. The Trust also has a Bullying & Harassment Policy & Diversity Guidelines which reinforce this Policy.

All employees, whether part-time, full-time or temporary, will be treated fairly and with respect and are expected to apply these principles at all times. Selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability. All employees will be supported and encouraged to develop their full potential. The Aldingbourne Trust recognises the benefits in having a diverse workforce, with different backgrounds, employed on the basis of ability.

REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)**Risk management**

The Trustees have reviewed the Trust's Risk Register, identifying major risks to which the Trust and its stakeholders need to be aware of. Systems have been established to mitigate these risks.

This year we have continued to use external experts to advise on health and safety across the Trust, due to the scope of our activities. This supplemented ongoing audits which are undertaken by the General Manager and our Quality Manager.

Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and specific procedures to the Trust's activities, including ongoing appropriate training for staff throughout the Trust. These procedures are reviewed periodically to ensure they continue to meet the needs of the Trust.

Reserves Policy

The principal sources of income funding for the Trust's activities are considered to be reasonably assured, being ultimately sourced from the Government (whether directly in the case of training and care services, or indirectly in the case of provision of residential accommodation). However the Trustees note on going changes to central and local government strategy, priorities and funding which will affect future contract tenders. While they consider it unlikely that funding would cease without adequate notice to allow the Trust to cut costs and dispose of assets in the areas affected, they have decided that reserves should be increased, over the medium term, to three months of running costs (currently in the region of £1.2M). This is in addition to the working capital requirements of the Trust. Dedicated reserves are currently £508k. Free reserves are £1692103.

**REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31
MARCH 2021 (CONTINUED)****Trust details**

Registered Charity Number:	276484
Company Number:	01385053
Registered Office:	Thomas Eggar House, Friary Lane, Chichester, West Sussex, PO19 1UF
Principal Office:	Aldingbourne Trust, Blackmill Lane, Norton, Chichester, West Sussex, PO18 0JP
Website:	www.aldingbournetrust.org
Telephone:	01243 544607

Charitable Company and Governing Document: The governing document of the Trust is the Memorandum and Articles of Association of the charitable company.

Patron

The Duke of Richmond

Trustees

The Trustees during the year ended 31 March 2021, who were also directors of the Aldingbourne Trust, were as follows: -

Mr A M Bath	
Mr R D C Bunker	
Mr J Dixon	
Mr D J Godsmark	
Mr J D Hilditch	
Mr P D Hiscock	- appointed 22/09/2020
Mrs P C James	
Mrs E Lochhead	- appointed 22/09/2020
Mrs A C Parsons	- appointed 22/09/2020
Mr J Pitts	
Ms F Russell	Chairperson
Mr J H S Shippam, JP DL	
Mrs R D Tout	- appointed 22/09/2020
Mr J L Wheale	- appointed 22/09/2020, resigned 05/07/2021
Mrs J Williscroft	

**REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31
MARCH 2021 (CONTINUED)**

Trustees are appointed following informal visits and as observers on the Board, subject to a vote by the Board. The Trustees meet five times a year to consider the activities of the Trust and its objectives and ensure the Trust works within the aims and objectives of its Articles of Association. Trustees also participate in training and sub-groups of the Board.

The Managing Director of the Aldingbourne Trust, Sue Livett, works closely with the Board of Trustees and has responsibility for ensuring the Trust's objectives are implemented. During the year trustees and managers spend time working alongside and visiting the Trust's projects. Two trustees meet with people supported by the Trust throughout the year to discuss areas of interest and to obtain feedback. These meetings are well attended and discussions are reported directly to the Board.

In accordance with the Articles of Association, Mr Godsmark, Mr Pitts and Mr Shippam retire by rotation and have offered themselves for re-election.

**REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31
MARCH 2021 (CONTINUED)**

Professional Advisors

Investment advisors:	Sanlam Exchange Building St John's Street Chichester West Sussex PO19 1UP
Principal bankers:	Lloyds plc 10 East Street Chichester West Sussex PO19 1HJ
Solicitors:	Irwin Mitchell Thomas Eggar House Friary Lane Chichester West Sussex PO19 1UF
Auditors:	Watling & Hirst Limited Cawley Place 15 Cawley Road Chichester West Sussex PO19 1UZ

**REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31
MARCH 2021 (CONTINUED)**

Statement of trustees' responsibilities

The trustees, who are also the directors of The Aldingbourne Trust for the purpose 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 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 financial year.

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;
- 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, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company exemptions

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

**REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31
MARCH 2021 (CONTINUED)**

Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

Review of transactions and financial position

The surplus for the year was £595007 (2020: £115800). Total reserves stood at £8235981 (2020: £7640974), with free reserves of £1692103 (2020: £984578).

The charitable company continued to successfully operate the Trust's various activities, and to raise sufficient funds to enable it to carry forward its work at the level of activity anticipated by the Trustees. All investments held by the Trust were acquired in accordance with the powers available to the Trustees.

At 31 March 2021, and at the time of writing, the charitable company's financial position was satisfactory.

Assets on hand at 31 March 2021

The charitable company's assets are held by each fund to enable it to continue with its established activities and to respond to any need which might be identified in the future, and are considered to be adequate to meet all foreseen obligations.

**REPORT OF MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31
MARCH 2021 (CONTINUED)**

Auditors

The auditors Watling & Hirst Limited offer themselves for re-election at the Annual General Meeting.

The trustees' report was approved by the Board of Trustees.

Registered office:

Signed on behalf of the Trustees

Thomas Eggar House
Friary Lane
Chichester
West Sussex
PO19 1UF

Date 11/10/2021



.....

Ms Frances Russell (Chairperson)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE ALDINGBOURNE TRUST

Opinion

We have audited the financial statements of The Aldingbourne Trust (the 'charity') for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the 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, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, 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 Auditor's responsibilities for the audit of the accounts section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the accounts in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE ALDINGBOURNE TRUST (continued)

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 auditor's report 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 and 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 our audit:

- the information given in the trustees' Report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within 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 charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within 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 fully entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE ALDINGBOURNE TRUST (continued)

Responsibilities of trustees

As explained more fully in the statements of trustees' responsibilities, the trustees, who are also the directors of the charitable company for the purpose 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 charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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 auditors' 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 aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE
ALDINGBOURNE TRUST (continued)**

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.



Mr. Matthew Robert James Housden FCCA (Senior Statutory Auditor)

For and on behalf of Watling & Hirst Limited

**Chartered Certified Accountants
Statutory Auditor**

Cawley Place
15 Cawley Road
Chichester
West Sussex
PO19 1UZ

Date.....19/10/2021.....

Note

The maintenance and integrity of the Aldingbourne Trust website is the responsibility of the trustees; the work carried out by the auditors does not involve consideration of these matters and, accordingly, the auditors accept no responsibility for any changes that may have occurred to the financial statements since they were initially presented on the website.

Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2021

	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
INCOME					
<i>Donations and legacies</i>					
Donations and grants	2	286755	-	286755	201960
Government grants and furlough	2	697898	-	697898	-
<i>Charitable Activities:</i>					
Government funding for training services	3	-	1526361	1526361	1860736
Rents for residential accommodation		1612216	-	1612216	1503035
Government funding for residential care	4	-	2705052	2705052	2558278
Sale of produce and services		333366	-	333366	979390
<i>Investments</i>					
Investment income	5	53451	-	53451	49029
TOTAL		2983686	4231413	7215099	7152428
EXPENDITURE ON:					
<i>Raising funds</i>					
Negotiation of government funding	6	-	52000	52000	49000
Fundraising trading: other costs	6	16744	-	16744	25259
Investment management fees	6	935	-	935	980
<i>Charitable activities</i>					
Training services	7a	-	2124861	2124861	2384148
Residential accommodation	7b	1116326	-	1116326	1056231
Care services in residential accommodation	7c	-	3046459	3046459	3035246
Direct costs of produce and services	7d	66665	-	66665	281319
<i>Other</i>					
Management and administration	7e	210109	-	210109	195504
TOTAL		1410779	5223320	6634099	7027687

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
NET INCOME/(EXPENDITURE)		1572907	(991907)	581000	124741
Transfers between funds	10	(977433)	977433	-	-
		<u>595474</u>	<u>(14474)</u>	<u>581000</u>	<u>124741</u>
<i>Other recognised gains/(losses)</i>					
Realised gains/(losses) on investments		2990	-	2990	487
Gains/(Losses) on revaluation of investments		11017	-	11017	(8662)
Impairment of subsidiary company loan		-	-	-	(766)
		<u>609481</u>	<u>(14474)</u>	<u>595007</u>	<u>115800</u>
NET MOVEMENT IN FUNDS		609481	(14474)	595007	115800
RECONCILIATION OF FUNDS:					
Total funds brought forward		7427223	213751	7640974	7525174
TOTAL FUNDS CARRIED FORWARD	21	<u>8036704</u>	<u>199277</u>	<u>8235981</u>	<u>7640974</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

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

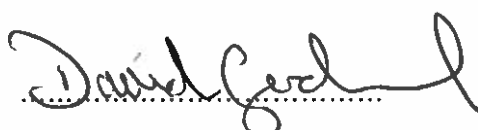
The notes on pages 37 to 56 form part of these financial statements.

BALANCE SHEET AS AT 31 MARCH 2021

	Notes	£	2021 £	£	2020 £
FIXED ASSETS					
Tangible assets	13		6543878		6656396
Investments	14		<u>146670</u>		<u>99701</u>
			6690548		6756097
CURRENT ASSETS					
Stocks	15	28039		20715	
Debtors	16	643352		563354	
Cash at bank and in hand		<u>1405048</u>		<u>900009</u>	
			2076439	1484078	
CREDITORS - amounts falling due within one year	17	(531006)		(588370)	
			1545433	895708	
NET CURRENT ASSETS					
			8235981	7651805	
TOTAL ASSETS LESS CURRENT LIABILITIES					
CREDITORS - amounts falling after more than one year	18		-	(10831)	
NET ASSETS	21		8235981	7640974	
UNRESTRICTED FUNDS					
General funds		7961704		7351218	
Designated funds		<u>75000</u>		<u>76005</u>	
			8036704	7427223	
RESTRICTED FUNDS			<u>199277</u>	<u>213751</u>	
TOTAL CHARITY FUNDS	21		8235981	7640974	

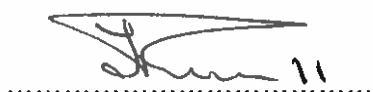
These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the trustees on 11/10/2021



Mr D Godsmark

Trustee



Ms F Russell

Trustee

Company Registration No. 01385053

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2021

	Note	2021 £	2020 £
CASH FLOWS FROM OPERATING ACTIVITIES	26	<u>537654</u>	<u>193520</u>
INVESTING ACTIVITIES			
Dividends		1236	2060
Interest income		1421	2140
Rents received		50794	44829
Purchase of fixed asset investments		(130974)	(86204)
Proceeds on disposal of fixed asset investments		98011	106792
Proceeds on disposal of tangible assets		152	4510
Purchase of tangible fixed assets		<u>(40258)</u>	<u>(143033)</u>
NET CASH USED IN INVESTING ACTIVITIES		(19618)	(68906)
FINANCING ACTIVITIES			
Payment of obligations under finance leases		<u>(12997)</u>	<u>(12996)</u>
		(12997)	(12996)
Net increase (decrease) in cash and cash equivalents in the year		<u>505039</u>	<u>111618</u>
Cash and cash equivalents at the beginning of the year		<u>900009</u>	<u>788391</u>
Total cash and cash equivalents at the end of the year		<u><u>1405048</u></u>	<u><u>900009</u></u>

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES

Charity information

The Aldingbourne Trust is a private company limited by guarantee incorporated in England and Wales. The registered office is Thomas Eggar House, Friary Lane, Chichester, West Sussex, PO19 1UF.

(a) Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of fixed asset investments at fair value. The principal accounting policies are set out below.

(b) Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

(c) Charitable funds

- 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 Management Committee for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)**(d) Income**

Items of income are recognised and included in the accounts when all of the following criteria are met:

- The charity has entitlement to the funds;
- Any performance conditions attached to the income have been met or are fully within the control of the charity;
- There is sufficient certainty that receipt of the income is considered probable; and
- The amount can be measured reliably.

For legacies, entitlement is taken as the earlier of:

- The date on which the charity is aware that probate has been granted;
- The estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made; or
- When distribution is received from the estate.

Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of any service is deferred until the criteria for income recognition are met.

Investment income is included when receivable.

(e) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure includes any VAT which cannot be recovered, and is reported as part of the expenditure to which it relates:

- Cost of generating funds comprises the costs associated with attracting voluntary income and the costs of trading.
- Charitable expenditure 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.

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

(e) Expenditure (continued)

- Management and administration costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resources. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis set out in note 6.

(f) Fixed assets – Tangible Assets

Fixed assets (excluding investments) are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £1000 are not capitalised. Depreciation is provided at annual rates calculated to write off the cost of each asset over its expected useful life, as follows:

Buildings	1% to 2.5% straight line or estimated useful life, if shorter
Glasshouses	15% reducing balance
Furniture, fixtures and equipment	15% reducing balance
Plant and equipment	17.5% reducing balance
Motor vehicles	25% reducing balance or 8 years straight line

(g) Impairment of fixed assets

At each reporting end date, the charitable company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

(h) Fixed asset investments

Interests in subsidiaries, associates and jointly controlled entities are initially measured at cost and subsequently measured at cost less any accumulated losses. Investments are initially measured at transaction price excluding costs and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs expensed as incurred.

(i) Stocks

Raw materials, consumables and growing crops are valued at the lower of cost and net realisable value.

(j) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount.

(k) Cash and cash equivalents

Cash and cash equivalents are basis financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)**(l) Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

(m) 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.

Financial instruments are recognised in the charitable company's balance sheet when the charitable company becomes party to the contractual provision of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

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 the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including 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.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)**(n) Leases**

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessees. All other leases are classified as operating leases.

Assets held under finance leases are recognised as assets at the lower of the assets fair value at the date of inception and the present value of the minimum lease payments. The related liability is included in the balance sheet as a finance lease obligation. Lease payments are treated as consisting of capital and interest elements. The interest is charged to net income/(expenditure) for the year so as to produce a constant periodic rate of interest on the remaining balance of the liability.

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

(o) Retirement benefits

The Aldingbourne Trust stakeholder defined contribution pension scheme was closed to new entrants on 31 December 2013. Employees in this scheme make a net contribution of at least 3% and the Trust makes a contribution of 7% gross. A workplace defined contribution pension scheme was started on 1st April 2014 and all staff not in the stakeholder scheme who earn over the threshold are auto enrolled in a workplace pension. Employee and Trust contributions for the year under review are 4% and 3% respectively.

(p) Group accounts

The financial statements present information about the charitable company as an individual undertaking and not about its group. The charitable company and its former subsidiary comprised a small-sized group. The charitable company has therefore taken advantage of the exemptions provided by section 398 of the Companies Act 2006 not to prepare group accounts. The subsidiaries are not material to the charitable company accounts and therefore are not required to be included in group accounts.

(q) Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the 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.

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

2. INCOME FROM DONATIONS AND GRANTS

Donations and grants received during the year were as follows:

	2021 £	2020 £
Leathersellers Guild	15000	15000
Garfield Weston Trust	25000	-
Earnest Kleinwort	3000	25000
Bassil Shippam and Alsford Trust	150000	-
F Glenister and Woodger Trust	50000	-
LEADER	-	29579
Individual donations not exceeding £75,000	43755	132381
	<u>286755</u>	<u>201960</u>
 Covid-19 – Government grants	 697898	 -
	<u>984653</u>	<u>201960</u>

Government grants relate to support provided under Covid-19 support measures, including claims under the Job Retention Scheme of £375,169.

3. INCOME FROM ACTIVITIES TO FURTHER THE CHARITY'S OBJECTIVES

	2021 Restricted Total £	2020 Restricted Total £
From Local Authorities	1526361	1860736
	<u>1526361</u>	<u>1860736</u>

Sponsorship fees paid by local authorities for the training of clients at Aldingbourne Country Centre and the Craft Training facilities can only be used for these purposes and are accordingly classified as restricted income funds.

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

4. RESIDENTIAL CARE – Government funding and related costs

	2021 Restricted £	2020 Restricted £
Care Services in residential accommodation and allocated costs	<u>3046459</u>	<u>3035246</u>

Funds received from Social Services in respect of support services provided to residents of the Trust's residential units can only be used for these purposes and are accordingly classified as restricted income funds.

The costs of providing these care services are part of the overall costs of running the Trust's residential units, and it is not considered cost-beneficial to prepare detailed cost analyses as between the residential and the care elements. Trust management believes that the cost of these care services is broadly equivalent to the Government funding received, and accordingly in order to provide a link between the incoming and expended resources, an amount of costs equal to the restricted income funds has been classified as restricted expenditure.

5. INVESTMENT INCOME AND REALISED GAINS/LOSSES

	2021 Unrestricted £	2020 Unrestricted £
Dividends	1236	2060
Interest	1421	2140
Rent receivable	50794	44829
	<u>53451</u>	<u>49029</u>

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

6. RAISING FUNDS

	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	£	£	£	£
Negotiation of funding	-	52000	52000	49000
Cost of fundraiser and fundraising events	16744	-	16744	25259
Investment management fees	935	-	935	980
Total raising funds	17679	52000	69679	75239

For the year ended 31 March 2020

Unrestricted funds	26239
Restricted funds	49000
	75239

Negotiation of Government and other funding and of partnership arrangements is an important aspect of the work done by the senior management team, and an estimated portion of their salaries and related costs has accordingly been allocated to Costs of Generating Funds. These costs relate principally to the generation of restricted income funds, and are accordingly classified as restricted expenditure.

7a. CHARITABLE ACTIVITIES EXPENDITURE

TRAINING	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	£	£	£	£
Staff costs	-	1402892	1402892	1567260
Depreciation	-	109361	109361	134626
Repairs and renewals	-	101115	101115	121873
Other direct costs	-	269155	269155	278241
	-	1882523	1882523	2102000
Share of support costs (see Note 7f)	-	235632	235632	275262
Share of governance costs (see Note 7f)	-	6706	6706	6886
Total	-	2124861	2124861	2384148

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

7a. CHARITABLE ACTIVITIES EXPENDITURE (continued)

For the year ended 31 March 2020

Unrestricted funds	-
Restricted funds	<u>2384148</u>
	<u>2384148</u>

7b. CHARITABLE ACTIVITIES EXPENDITURE

RESIDENTIAL ACCOMMODATION	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Rent payable to landlords	<u>1088828</u>	-	<u>1088828</u>	<u>1030171</u>
	1088828	-	1088828	1030171
Share of support costs (see Note 7f)	26853	-	26853	25424
Share of governance costs (see Note 7f)	<u>645</u>	-	<u>645</u>	<u>636</u>
Total	<u>1116326</u>	<u>-</u>	<u>1116326</u>	<u>1056231</u>

For the year ended 31 March 2020

Unrestricted funds	1056231
Restricted funds	<u>-</u>
	<u>1056231</u>

7c. CHARITABLE ACTIVITIES EXPENDITURE

CARE IN RESIDENTIAL ACCOMMODATION	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Staff costs	-	2038815	2038815	2039606
Other direct costs	<u>-</u>	<u>351317</u>	<u>351317</u>	<u>310585</u>
	-	2390132	2390132	2350191
Share of support costs (see Note 7f)	-	639497	639497	668335
Share of governance costs (see Note 7f)	<u>-</u>	<u>16830</u>	<u>16830</u>	<u>16720</u>
Total	<u>-</u>	<u>3046459</u>	<u>3046459</u>	<u>3035246</u>

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

7c. CHARITABLE ACTIVITIES EXPENDITURE (continued)

For the year ended 31 March 2020

Unrestricted funds	-
Restricted funds	<u>3035246</u>
	<u>3035246</u>

7d. CHARITABLE ACTIVITIES EXPENDITURE

PRODUCE AND SERVICES	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	£	£	£	£
Other direct costs	<u>66665</u>	<u>-</u>	<u>66665</u>	<u>281319</u>
Total	<u>66665</u>	<u>-</u>	<u>66665</u>	<u>281319</u>

For the year ended 31 March 2020

Unrestricted funds	281319
Restricted funds	<u>-</u>
	<u>281319</u>

7e. CHARITABLE ACTIVITIES EXPENDITURE

MANAGEMENT AND ADMINISTRATION	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	£	£	£	£
Staff costs	<u>210109</u>	<u>-</u>	<u>210109</u>	<u>195504</u>
Total	<u>210109</u>	<u>-</u>	<u>210109</u>	<u>195504</u>

For the year ended 31 March 2020

Unrestricted funds	195504
Restricted funds	<u>-</u>
	<u>195504</u>

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

7f. CHARITABLE ACTIVITIES EXPENDITURE

SUPPORTS COSTS (INCLUDING GOVERNANCE COSTS)	Support costs £	Governance costs £	Total 2021 £	Total 2020 £
Staff costs	648231	-	648231	680523
Depreciation	43215	-	43215	52213
Other direct costs	210536	-	210536	236285
Governance costs				
Auditors remuneration	-	12500	12500	12000
Legal and professional fees	-	11681	11681	12242
Total	901982	24181	926163	993263
	Support funds £	Governance costs £	Total 2021 £	Total 2020 £
Analysed between:				
Training	235632	6706	242338	282148
Residential accommodation	26853	645	27498	26060
Care in residential accommodation	639497	16830	656327	685055
Total	901982	24181	926163	993263

Support Costs have been split between unrestricted and restricted expenditure in the same proportion as the related split of resources expended from training and residential services, as this is deemed to reasonably reflect the actual split of resources expended.

8. TRUSTEES REMUNERATION

The Trustees neither received nor waived any remuneration or expenses during the year (2020 - £nil).

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

9. STAFF COSTS

	2021 £	2020 £
Salaries	3867120	4037881
Social security costs	269497	284920
Pension costs	145111	148252
Life Assurance	18319	11840
	<u>4300047</u>	<u>4482893</u>

Employees earning more than £70,000 during the year:

	2021 Number	2020 Number
£70,001 - £80,000	1	1

The member of staff earning in excess of £70,000 participated in the defined contribution pension scheme. Contributions of £4,669 (2020 - £4,669) were made in relation to this individual.

The key management personnel of the charitable company comprise the trustees, the Managing Director, the General Manager, the Head of Finance, the HR Manager and the Head of Support. The total employee costs of the key management personnel of the charitable company were £321,908 (2020: £316,387).

The average number of employees, calculated on a head count basis was:

	2021 Number	2020 Number
Residential projects	131	131
Training projects	126	125
Management and administration of the Charity	25	23
	<u>282</u>	<u>279</u>

There were a total of 158 (2020: 157) full time equivalent employees in the year.

10. TRANSFERS BETWEEN FUNDS

Certain income funds and related expenditure are classified as restricted, but the net results of this activity forms part of the Trust's general funds. It is therefore necessary to make a transfer between restricted and unrestricted funds, in order to bring fund balances into line with the year-end Balance Sheet position (see note 21).

11. CORPORATION TAX

The charitable company is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

12. VOLUNTEERS

The charity was supported by 227 volunteers, which provided 1480 hours per week of assistance in various areas of the charity's activities.

13. TANGIBLE FIXED ASSETS

	Land and Buildings Freehold	Land and Buildings Leasehold	Furniture Fixtures & Equipment (inc Glass Houses)	Plant & Equipment	Motor Vehicles	Total
	£	£	£	£	£	£
Cost or valuation:						
1 April 2020	7257999	252605	66833	428722	145707	8151866
Additions	16165	-	-	-	24093	40258
Disposals	-	-	-	-	(21195)	(21195)
31 March 2021	7274164	252605	66833	428722	148605	8170929
Depreciation:						
1 April 2020	895491	157586	66239	301188	74966	1495470
Charge for the year	94335	18416	89	16078	23658	152576
Disposals	-	-	-	-	(20995)	(20995)
31 March 2021	989826	176002	66328	317266	77629	1627051
Net book value:						
31 March 2021	6284338	76603	505	111456	70976	6543878
Net book value:						
31 March 2020	6362508	95019	594	127534	70741	6656396

The net carrying value of tangible fixed assets includes the following in respect of assets held under finance leases or hire purchase contracts. The depreciation charge in respect of such assets amounted to £8,442 (2020 - £5,003) for the year.

	2021 £	2020 £
Motor vehicles	<u>25328</u>	<u>33770</u>

The charity took advantage of the transition exemptions available upon transition to FRS 102 in the 2017 accounting period to elect to use previous revaluations as deemed cost.

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

14. INVESTMENTS

	Listed Investments £	Subsidiary Undertakings £	Total £
Cost or valuation:			
At 1 April 2020	99700	1	99701
Additions	130975	-	130975
Valuation changes	11017	-	14006
Disposals	(95022)	(1)	(98012)
At 31 st March 2021	<u>146670</u>	<u>-</u>	<u>146670</u>
Carrying amount			
At 31 st March 2021	<u>146670</u>	<u>-</u>	<u>146670</u>
At 31 st March 2020	<u>99700</u>	<u>1</u>	<u>99701</u>

The listed investments are recorded at fair value and the investment in subsidiaries at cost.

Included within Cash at bank and in hand within the balance sheet are funds held in the brokers income and trading accounts of £444 (2020 - £31,830).

The charitable company owned 100% of the ordinary share capital of Laundry Services @ Aldingbourne Limited - company number 7918265, registered in England & Wales. The subsidiary was dissolved on 26th January 2021.

15. STOCKS

	2021 £	2020 £
Raw materials, consumables and growing crops	<u>28039</u>	<u>20715</u>

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

16. DEBTORS

	2021 £	2020 £
Amounts falling due within one year		
Trade debtors	423255	388784
Amounts owed by subsidiary undertakings	-	42
Other debtors and prepayments	209597	164028
	<u>632852</u>	<u>552854</u>
Amounts falling due after one year		
Other debtors and prepayments	<u>10500</u>	<u>10500</u>
Total Debtors	<u>643352</u>	<u>563354</u>

17. CREDITORS - Amounts falling due within one year

	2021 £	2020 £
Trade creditors	73671	33015
Obligations under finance leases (note 19)	10830	12997
Other creditors	328434	384118
Other taxes and social security	118071	158240
	<u>531006</u>	<u>588370</u>

18. CREDITORS - Amounts falling due after one year

	2021 £	2020 £
Obligations under finance leases (note 19)	-	10831
	<u>-</u>	<u>10831</u>

19. FINANCE LEASE COMMITMENTS

	2021 £	2020 £
Within one year	10830	12997
Within two and five years	-	10831
	<u>10830</u>	<u>23828</u>

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

20. OPERATING LEASE COMMITMENTS

At the reporting end date, the charitable company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, as follows:

	2021 £	2020 £
	<u>848050</u>	<u>916560</u>

21. FUNDS AND ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted Funds	Designated Funds	General Funds	Total 2021
	£	£	£	£
At 31 March 2021				
Tangible assets	199277	75000	6269601	6543878
Investments	-	-	146670	146670
Current assets	-	-	2076439	2076439
Current liabilities	-	-	(531006)	(531006)
Long term liabilities	-	-	-	-
	<u>199277</u>	<u>75000</u>	<u>7961704</u>	<u>8235981</u>
	Restricted Funds	Designated Funds	General Funds	Total 2020
	£	£	£	£
At 31 March 2020				
Tangible assets	213751	76005	6366640	6656396
Investments	-	-	99701	99701
Current assets	-	-	1484078	1484078
Current liabilities	-	-	(588370)	(588370)
Long term liabilities	-	-	(10831)	(10831)
	<u>213751</u>	<u>76005</u>	<u>7351218</u>	<u>7640974</u>

Restricted Funds: Construction of the principal properties at the Aldingbourne Country Centre have been funded by specific development fund appeals, and accordingly use of the assets acquired are restricted by the terms of the appeals. Certain other fixed assets have been purchased with WSCC funding and are restricted for the provision of training services.

Designated Funds: These funds have been designated for specific purchases relating to various projects. The designated tangible asset fund is released over the useful life of the assets purchased in accordance with the grant received from Social Enterprise Investment Fund (SEIF).

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

21. FUNDS AND ANALYSIS OF NET ASSETS BETWEEN FUNDS (CONTINUED)

General Funds: These represent the free funds of the Trust which are not designated for particular purposes, and are constituted by the balance of Net assets not classified as restricted or designated.

22. RECONCILIATION OF MOVEMENTS IN RESERVES

	2021 £	2020 £
Surplus for the financial year	595007	115800
Opening reserves	7640974	7525174
	<u>8235981</u>	<u>7640974</u>

23. CAPITAL COMMITMENTS

At 31 March 2021 the charitable company had capital commitments as follows:

	2021 £	2020 £
Contracted for but not provided in the financial statements	229000	-
	<u>229000</u>	<u>-</u>

The capital commitment was in respect of improvements for the building used by the people the charity supports.

24. COMPANY

The Aldingbourne Trust is a charitable company limited by guarantee. Every member of the Board of Trustees of the Trust undertakes to contribute to the assets of the Trust, in the event of the same being wound up while they are a member or within one year after they cease to be a member for payment of the debts and liabilities of the Trust contracted before they cease to be a member and the costs, charges and expenses of winding up and for the adjustment of the rights of the contributories among themselves such amount as may be required not exceeding £5.

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

25. RELATED PARTY RELATIONSHIPS AND TRANSACTIONS

At 31 March 2020 an interest free loan of £150000 was owed to The Bassil Shippam and Alsford Trust, a charity in which the trustee J H S Shippam is also a trustee. On 15 May 2020 The Bassil Shippam and Alsford Trust agreed by formal resolution to change the status of this loan to a non-repayable grant.

26. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021	2020
	£	£
Net movement in funds	595007	115800
Depreciation charges	152576	186839
Fair value gains (losses) on investments	(14007)	8175
Investment income recognised in statement of financial activities	(53,451)	(49029)
(Profit) / loss on sales of fixed assets	48	(1763)
Decrease (increase) in stocks	(7324)	19915
Decrease (increase) in debtors	(79998)	11560
Increase (decrease) in creditors	(55197)	(97977)
	<u>537654</u>	<u>193520</u>

27. COVID-19

The charity has been materially and adversely affected by the Covid-19 pandemic.

The first national lockdown restrictions enforced the closure of day services, the charity shop and other facilities. This continued to some degree for the majority of 2020 and has continued in the post year end period.

Consequently, operating results have been adversely affected, and this has continued post year end.

The charity has applied for and received additional financial support from local government grants as well as accessing the government Job Retention Scheme.

Due to the rapid and ongoing nature of Covid-19, the trustees cannot be certain when the charity will return to sustainable positive cashflows from operations. However, with the easing of lockdown allowing the phased reopening of services from April 2021, there has been a significant, albeit progressive, improvement from that date.

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

28. STATEMENT OF FINANCIAL ACTIVITIES COMPARATIVE FUNDS – YEAR ENDED 31 MARCH 2020

	Unrestricted Funds 2020	Restricted Funds 2020	Total Funds 2020
	£	£	£
INCOME			
<i>Donations and legacies</i>			
Donations and grants	201960	-	201960
<i>Charitable Activities:</i>			
Government funding for training services	-	1860736	1802832
Rents for residential accommodation	1503035	-	1503035
Government funding for residential care	-	2558278	2558278
Sale of produce and services	979390	-	979390
<i>Investments</i>			
Investment income	<u>49029</u>	<u>-</u>	<u>49029</u>
TOTAL	<u>2733414</u>	<u>4419014</u>	<u>7152428</u>
EXPENDITURE ON:			
<i>Raising funds</i>			
Negotiation of government funding	-	49000	49000
Fundraising trading: other costs	25259	-	25259
Investment management fees	980	-	980
<i>Charitable activities</i>			
Training services	-	2384148	2384148
Residential accommodation	1056231	-	1056231
Care services in residential accommodation	-	3035246	3035246
Direct costs of produce and services	281319	-	281319
<i>Other</i>			
Management and administration	<u>195504</u>	<u>-</u>	<u>195504</u>
TOTAL	<u>1559293</u>	<u>5468394</u>	<u>7027687</u>

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31 MARCH 2021 (CONTINUED)**

**28. STATEMENT OF FINANCIAL ACTIVITIES COMPARATIVE FUNDS – YEAR ENDED 31
MARCH 2020 (CONTINUED)**

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £
NET INCOME/(EXPENDITURE)	1174121	(1049380)	124741
Transfers between funds	(1034906)	1034906	-
	<u>139215</u>	<u>(14474)</u>	<u>124741</u>
<i>Other recognised gains/(losses)</i>			
Realised gains/(losses) on investments	487	-	487
Gains/(Losses) on revaluation of investments	(8662)	-	(8662)
Impairment of subsidiary company loan	<u>(766)</u>	<u>-</u>	<u>(766)</u>
NET MOVEMENT IN FUNDS	130274	(14474)	115800
RECONCILIATION OF FUNDS:			
Total funds brought forward	7296949	228225	7525174
TOTAL FUNDS CARRIED FORWARD	<u>7427223</u>	<u>213751</u>	<u>7640974</u>