

**PAUL'S PLACE
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018**

Charity No: 1065033

PAUL'S PLACE

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PAUL'S PLACE

ANNUAL REPORT

FOR THE YEAR ENDED 30 JUNE 2018

The Trustees present their annual report and financial statements for the year ended 30 June 2018. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standing applicable in the UK and Republic of Ireland published on 16 July 2014.

Objectives and activities for the public benefit

Objects of the Charity

The Charity's objects, as set out in the Constitution, are to provide education, life-skills, sports, social, recreational activities plus accommodation and domiciliary care, together with practical support and advice, for physically, sensory and cognitively impaired adults, and their carers, in South Gloucestershire and the surrounding counties.

Vision

Guided by these Objects and our passion to make a difference in this area of care, we are now recognised as a centre of excellence.

- *Recognised by local government, its agencies and the people of South Gloucestershire, Bristol, North Somerset and Bath & North East Somerset as a centre of excellence for physically, sensory and cognitively impaired adults;*
- *Have safe, well run day facilities filled with fun and laughter and increasing numbers of members, and an expanding programme of support for those who need care in their homes, and for their carers.*
- *Seen as an organisation that gives from the heart, that really cares, and which makes a big difference to people's lives. These values will remain core to everything we do, now and in the future.*
- *Flowing from this we have a vision of "becoming bigger and better, but always giving from the heart, and staying close and personal".*

Strategic Objectives

Our Objects and Vision, and the following two strategic objectives guide and inform our operations and development activities:

- Strategic Objective 1. To increase the quality and range of services to an increasing number of disabled adults and their carers in South Gloucestershire, Bristol, North Somerset and Bath & North East Somerset. Our success will be a full programme of activities for our disabled members and a support package for their families and carers.
- Strategic Objective 2. To provide accessible accommodation and become a social landlord. The accommodation is now complete. Two members of Paul's Place are now tenants.

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How Paul's Place Delivers Public Benefit

At a practical level Paul's Place provides a range of support services which local government is mandated to provide. This is done indirectly via local authority direct payment or directly by spot purchase. In this way we provided care during the year for over 300 disabled adults and their carers drawn from four local authority areas.

Paul's Place goes beyond the statutory provision of care for members, their relatives and carers. At the level of the human spirit, Paul's Place adds richness to people's lives and the community it serves by enabling physically impaired adults and their carers. To provide these value-added services Paul's Place depends on charitable donations.

Charitable donations, grants, fundraising and local government support Paul's Place to provide its services, these include:

- Operation of a day facility providing care and social activities, 5 days a week, providing 200 places;
- Evening social activities, 40 nights per year;
- Respite support/short breaks;
- Advice and guidance to members, relatives, and carers; including access to an advocacy service;
- An active Carers' Support Group;
- Carers' and members' support on a case by case basis;
- Carers' respite activities and respite;
- Being a social landlord.

A review of our achievements and performance: how our services delivered public benefit

In addition to the delivery of our services, our development objectives and achievements for the year were:

- Continue developing our partnership with Coalpit Heath Cricket Club (CHCC).
- Boccia National Pan Disability Super League – achieved/now have 4 teams.
- Provide physiotherapy for members and carers – achieved.
- Organise and conduct five respite holidays in order to provide independence to members and respite to their carers – achieved.
- Ensure members' support plans are reviewed annually - achieved.
- Meet the requirements of the South Gloucestershire Adults Carers' Specification (the Local Government standard) - achieved.
- Purchase a property and convert for accessible housing – achieved.

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Financial Review

The charity has continued to maintain its donations and grants. During the 2017/18 financial year, the charity has seen an increase in donations, which was due to an ongoing commitment from staff and volunteers.

Reserve Policy

The trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately three months of unrestricted charitable expenditure. The trustees consider that this level will provide sufficient funds to respond to applications for grants and other income and to ensure that support and governance costs are covered. The trustees consider that three months is a sufficient level.

The balance held as unrestricted funds at 30 June was £1,443,602, of which £851,352 are regarded as free reserves, after allowing for funds tied up in tangible fixed assets. The current level of reserves is therefore sufficient for the short term.

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PLANS FOR 2018-19 AND BEYOND

We have a 5-year rolling strategic plan comprised of two strategic objectives which forms the development of our annual business plan. In terms of our development ambitions for the coming year, we plan to:

- Continue developing our partnership with Coalpit Heath Cricket Club (CHCC) (our landlord);
- Maintain our volunteer base, plus investigate the possibility of adding volunteers with specific skills to enrich the activities we are able to offer our members;
- To maximise our day facility capacity per day;
- Continue to build relationships with the local Headway, Cerebral Palsy Plus, Multiple Sclerosis, Huntington's charities and local primary, secondary and special schools.
- Continue being a social landlord.
- Develop an operational model of Paul's Place which could be lifted and replicated elsewhere. This will include a systematic review of all policies and procedure.
- Paul's Place will convert into a Charitable Company Limited by guarantee. This will safeguard the future of Paul's Place.

Management and Staff

The Trustees would like to add that most of the attached report is down solely to the hard work and dedication of the management and staff of Paul's Place. As Trustees, we would like to say that, without their commitment and energy, most of this would not have been achieved and as such we would like to acknowledge their significant contribution to the success of the last year.

Related Parties

Paul's Place provides "spot purchase" placements for members that are funded by the Social Services departments and Primary Care Trusts of **South Gloucestershire, Bristol** and **North Somerset** Councils. These funds provide a set amount of funding per person per day. **South Gloucestershire** Council also provides a grant towards carers' respite and activity programme. Small grants are also received from **local parish councils**.

A very important partner is the **Coalpit Heath Cricket Club** (CHCC) whose clubhouse we use as part of our day facility.

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ANNUAL REPORT

FOR THE YEAR ENDED 30 JUNE 2018

Structure, Governance and management

Governing Document

Paul's Place is an unincorporated charity governed by its Constitution, last updated in November, 2013.

Governing Structure

The charity is governed by a Board of Trustees elected by the membership. The Trustees in turn elect the Chair and Vice-Chair.

The purpose of the Board is to provide strategic direction, determine key policies, exercise accountability and provide oversight of management in its general operation and exercise of prudence and care.

Recruitment and Appointment of Trustees

The Board of Trustees seeks to ensure that the needs of the charity are appropriately reflected in the diversity of the Trustees. To this end they seek to maintain a balance between those who are relatives and/or members of the charity and those from a wider, business and professional background. Trustees in the latter category are selected with the requirements of the charity's strategic plan in mind.

The Board consists of up to 15 full time Trustees, up to 4 co-opted Trustees and up to 4 honorary (i.e. non-voting) Trustees. Candidate trustees are approved by the membership at the Annual General Meeting.

Trustee Induction and Training

On appointment, Trustees are provided with copies of key governance, strategy and policy documents, and scheduled onto Governance courses facilitated by VOSCUR (a Voluntary Services Council in Bristol). Induction also features one-to-one sessions with the Chair and Manager plus spending one full day at Paul's Place day facility.

Organisational Management

The work of the Board of Trustees is informed by the Constitution and by a written annual business cycle which shapes the bi-monthly Board Agendas.

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FOR THE YEAR ENDED 30 JUNE 2018

A management team, comprising of the Operations Manager, Senior Co-ordinator, Co-ordinator, and Social Worker delivers the charity's services (see below) through an organisation comprising of 9 full-time, 10 part-time staff and 33 volunteers.

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity Name: Paul's Place

Charity Registration Number: 1065033

Address: Serridge Lane
Coalpit Heath
Bristol BS36 2TT

Telephone: 01454 777236

Email: info@paulsplace.org.uk

Website: www.paulsplace.org.uk

Trustees:
Mrs Joanne Blinman
Mr Darren Burnell – Chair
Mr Clifford Coles
Mr Richard Fackrell
Mrs Shobhi Jadeja
Mrs Jill Jefferies
Mrs Sara Maggs
Mr David Owen – Honorary Trustee
Mr Richard Wargent - Vice-Chair

Management Team:
Mrs Sue Hawker - Senior Co-ordinator
Mr Peter Andrews – Co-ordinator
Mrs Sheila Hewitt - Social Worker
Mrs Paula Jordan-Matthews – Operations Manager

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Secretary to Board of Trustees: Mrs Elaine Snook

Registered Auditor: D C Cox (FCA)
Harwood, Lane & Co Chartered Accountants
And Statutory Auditors
Unit 1-4, Crossley Park Business Park
Swan Lane, Winterbourne,
Bristol. BS36 1RH

Bankers: Nat West Bank Ltd
Filton Bristol Branch
PO Box 182, 4 Church Road,
Filton, Bristol. BS99 5AA

Statement of Trustees' responsibilities

The charity Trustees are responsible for preparing a Trustees' Annual Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Accepted Accounting Practices).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is in appropriate to presume that the charity will continue in business.

**PAULS PLACE
ANNUAL REPORT
FOR THE YEAR ENDED 30 JUNE 2018**

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011 and the applicable Charities (Accounts and Reports) Regulations. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the Board

Members of the Board of Trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 8.

In accordance with company law, as the company's directors, we certify that:

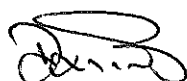
- so far as we are aware, there is no relevant accounts information of which the auditors are unaware.
- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant accounts information and to establish that the charity's auditors are aware of that information.

Auditors

Harwood Lane & Co were the charity's auditors for the year and have expressed their willingness to continue in that capacity.

Approval

This report was approved by the Board of Trustees on 20th Nov. 2018 and signed on its behalf.



On behalf of the Board of Trustees
Darren Burnell

INDEPENDENT AUDITORS REPORT TO THE TRUSTEES OF**PAULS PLACE**

We have audited the accounts of Pauls Place for the year ended 30 June 2018, which comprise the Statement of Financial Activities, Balance Sheet and related notes. 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).

This report is made solely to the Charity's Trustees, as a body, in accordance with Section 144 of the Charities Act 2011 and the regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the Charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and examiners

As explained more fully in the statement of Trustee's Responsibilities (set out on page 9), the Trustees are responsible for the preparation of the accounts which give a true and fair view.

We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with regulations made under Section 154 of that Act. Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the Audit of the Financial Statements

A description of the scope of an audit of financial statements is provided on the APB's website at www.frc.org.uk/apb/scope/private.com.

Opinion on the accounts

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 30 June 2018, and of its incoming resources and applications 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 Charities Act 2011.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISA's (UK) required 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 group's or the parent charity's ability to continue to adopt the going concern basis of accounting for a period of at least 12 months from the date when the financial statements are authorised for issue.

INDEPENDENT AUDITORS REPORT TO THE TRUSTEES OF**PAULS PLACE**

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Trustees 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 any form of assurance conclusion thereon.

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

Matters on Which we are Required to Report by Exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- The information given in the Trustees Report is inconsistent in any material respect with the financial statements; or
- Sufficient accounting records have not been kept; or
- The accounts are not in agreement with the accounting records and returns; or
- We have not received all the information and explanations we require for our audit.



David Cox
For and on behalf of Harwood, Lane & Co
Chartered Accountants and Statutory Auditors
Units 1 - 4 Crossley Farm Business Centre
Swan Lane
Winterbourne
BRISTOL BS36 1RH

Date: 21.11.18

PAULS PLACE

STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 30 JUNE 2018

SUMMARY INCOME AND EXPENDITURE ACCOUNT

	Notes	Unrestricted Funds	Restricted Funds	2018 Total	2017 Total
INCOME					
Donations and Legacies	2	537,933	16,030	553,963	64,755
Income from charitable activities	3	461,822	0	461,822	487,294
Income from other trading activities	4	8,475	1,000	9,475	17,419
Investment income	5	605	0	605	467
Other Income	6	2,153	0	2,153	9,400
Total incoming resources		1,010,988	17,030	1,028,018	579,335
RESOURCES EXPENDED					
Costs of Generating Funds					
Fundraising	8	3,407	0	3,407	5,359
Charitable Activities	8	500,733	15,918	516,651	513,604
Total resources expended		504,140	15,918	520,058	518,963
Net incoming/(outgoing) resources before transfers		506,848	1,112	507,960	60,372
Gross transfers between funds		0	0	0	0
Total funds brought forward	13	936,754	61,037	997,791	859,344
Total funds carried forward	13	£1,443,602	£62,149	£1,505,751	£919,716

Statement of Recognised Gains and Losses

There were no recognised gains or losses other than those disclosed in the two reported financial years.

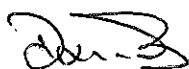
The notes on pages 16 to 23 form part of these accounts

PAUL'S PLACE

BALANCE SHEET AS AT 30 JUNE 2018

	Notes	2018	2017
FIXED ASSETS			
Tangible Fixed Assets	9	592,250	604,609
CURRENT ASSETS			
Debtors	10	41,546	42,513
Cash at Bank and in Hand		882,124	368,444
		923,670	410,957
CREDITORS; amounts falling due within one year	11	(10,169)	(17,775)
Net current assets		913,501	393,182
Net Assets	12	£1,505,751	£997,791
Unrestricted income funds	13	1,443,602	936,754
Restricted income funds	13	62,149	61,037
Total funds		£1,505,751	£997,791

These financial statements were approved by the Trustees on 20.11.2018 and signed on its behalf by:



Darren Burnell
Trustee & Chair

The notes on pages 16 to 23 form part of these accounts

PAULS PLACE

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 JUNE 2018

	Notes	Total Funds 2018	Prior Year 2017
Net Cash used in operating activities	16	<u>513,075</u>	<u>78,512</u>
<i>Cash Flow from investing activities:</i>			
Interest and dividends		605	467
Additions to Fixed Assets		0	0
Proceeds from sale of investments		0	0
Net cash provided by investing activities		<u>605</u>	<u>467</u>
<i>Cash Flow from financing activities:</i>			
Repayment of borrowing		0	0
Receipt of expendable endowment		0	0
Net cash provided by financing activities		<u>0</u>	<u>0</u>
Change in cash and cash equivalents in the year		<u>513,680</u>	<u>78,979</u>
Cash and cash equivalent brought forward		368,444	289,465
Cash and cash equivalent carried forward		£882,124	£368,444

PAUL'S PLACE**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2018**

1 ACCOUNTING POLICIES**1.1 Basis of preparation of accounts**

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting by Reporting Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS102.

1.2 Income

Income is recognised by the charity when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, its is probable that the income will be received and the amount can be measured reliably.

Income from grants is recognised by the charity when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, its is probable that the income will be received and the amount can be measured reliably.

1.3 Interest Receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

1.4 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations/grants which the donor has specified are to be solely used for particular areas of the charities work.

1.5 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 is classified under the following activity headings:

Cost of raising funds - comprise the costs of commercial trading including fundraising costs.

Expenditure on charitable activities - include the cost of providing the day to day services of the charity.

Other expenditure - represents those items not falling into any other heading

PAUL'S PLACE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2018

1.6 Fixed assets

Fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life as follows:

Leasehold premises	-	2% per annum SL
Housing Properties	-	2% per annum SL
Office Equipment	-	25% straight line basis
Furniture and Fixtures	-	25% straight line basis
Caravan	-	10% per annum SL

1.7 Impairment

Annual housing properties are assessed for impairment indicators. Where indicators are identified an assessment for impairment is undertaken comparing the asset's carrying amount to its recoverable amount. Where the carrying amount of the asset is deemed to exceed its recoverable amount, the asset is written down to its recoverable amount, this is likely to be the value in use of the asset based on its service potential. The resulting impairment loss is recognised as expenditure in the statement of financial activities.

1.8 Pension Costs

The charity does not have a defined pension scheme but pays 3% of gross pay into employees personal pension plans.

2	Donations and Legacies	Unrestricted	Restricted	2018	2017
	Donations	35,773	9,125	44,898	48,196
	Legacies	500,000	0	500,000	0
	General Grants	2,160	6,905	9,065	16,559
		£537,933	£16,030	£553,963	£64,755
3	Income from charitable activities	Unrestricted	Restricted	2018	2017
	Membership	1,026	0	1,026	880
	Day Facility Subs	18,677	0	18,677	18,460
	Day Funding	384,290	0	384,290	405,305
	Short Breaks / Respite	44,629	0	44,629	42,318
	Social Housing Income	13,200	0	13,200	13,220
	Caravan Rental	0	0	0	7,111
		£461,822	£0	£461,822	£487,294
4	Income from other trading activities	Unrestricted	Restricted	2018	2017
	Fund-raising Events and Appeals	8,475	1,000	9,475	17,419
		£8,475	£1,000	£9,475	£17,419

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2018

5 Investment income

All of the charities investment income of £605 (2017 £467) arises from money held in interest bearing current and deposit accounts.

6 Other Income	Unrestricted	Restricted	2018	2017
Miscellaneous	2,153	0	2,153	3,957
Apprenticeship Funding	0	0	0	3,000
Contribution to Building Repairs	0	0	0	2,443
	£2,153	£0	£2,153	£9,400

7 Staff costs and Volunteers**2018****2017**

The staff costs for the year were:

Wages and Salaries	298,241	330,970
Social Security Costs	16,811	15,102
Other Pension Costs	8,567	9,817
	£323,619	£355,889

No employee earned in excess of £60,000.

The average monthly number of staff employed by the charity during the year was as follows:

Direct charitable work	13	14
Administrative	2	2
	15	16

The average number of volunteers involved in charity activities is believed to be around 62. This figure includes the trustees and the staff that also volunteer in their spare time.

Trustees Remuneration	£0	£44,917
Trustees Expenses	£Nil	£Nil

PAUL'S PLACE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2018

8 Resources Expended

	Unrestricted		Restricted												
	Core Costs	Fundraising	Beatrice Laing	Boccia Team	Douglas Arter Foundation	Hon Co Glos Charitable Trust	Kingswood Relief in Sickness	Leeds Building Society	Percy Bilton	Rotary of Chipping Sodbury	South Glos Carers Grant 2017/18	South Glos Carers Grant 2018/19	South Glos members award	Yate Town Council	Restricted Fundraising & Donations
Total 2018	4,412	0	101	190	17	271	1,650	1,500	370	2,995	3,487	1,346	927	500	236
Basis of Allocation	Direct	Direct													
Boccia Team	4,412														
Caravan Costs	0														
Carers Support	2,768	440										170			
Cleaning	4,446	4,446									2,158				
Cricket Club Rent	7,575	7,575													
Cricket Club Utilities	8,827	8,827													
Evening Club	185	185													
Maintenance	1,844	1,844													
Minibus Running Costs	12,145	10,495													
Misc Day Facility Costs	26,252	21,504													
Physiotherapy	190	190													
Social Housing Costs	939	939													
Sensory Garden	660	19													
Short Breaks/Respite	48,718	48,718				271									
Fundraising Costs	3,407	0													
Audit	2,400	2,400													
Advertising	25	25													
Bank Charges	55	55													
Insurance	5,798	5,798													
Legal and Professional	46,344	46,344													
Misc Admin Costs	1,131	1,131													
Postage and Stationery	3,761	3,761													
Employers Pension	8,806	8,806													
Salaries	308,734	303,901													
Payroll Expenses	700	700													
Subscriptions	675	675													
Telephone	2,199	2,199													
Training and Recruitment	2,305	2,305													
Volunteer Expenses	2,398	971											927		
Depreciation	1,565	1,565													
Amortisation	10,794	10,794													
Year 2018	£520,058	£500,733	£17	£101	£190	£271	£1,650	£1,500	£370	£2,995	£5,645	£1,516	£927	£500	£236
Year 2017	£518,963	£492,482	£66	£3,000	£499	£355	£173	£60	£500	£421	£918	£2,375	£5,522	£960	£6,273

PAUL'S PLACE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2018

9	Fixed Assets	Leasehold	Freehold	Furniture	Caravan	Total
		Premises	Premises	& Fixtures/ Equipment		
COST						
	At 1 July 2017	281,200	370,000	17,776	15,658	684,634
	Additions	0	0	0	0	0
	At 30 June 2018	281,200	370,000	17,776	15,658	684,634
DEPRECIATION (as restated)						
	At 1 July 2017	33,744	20,680	17,776	7,825	80,025
	Charge for the Year	5,624	5,170	0	1,565	12,359
	At 30 June 2018	39,368	25,850	17,776	9,390	92,384
NET BOOK VALUES						
	At 30 June 2018	£241,832	£344,150	£0	£6,268	£592,250
	At 30 June 2017	£247,456	£349,320	£0	£7,833	£604,609
10	Debtors			2018	2017	
	Prepayments			5,339	5,972	
	Other Debtors			0	2,425	
	Income Receivable			36,207	34,116	
				£41,546	£42,513	
11	CREDITORS: amounts falling due within one year			2018	2017	
	Accruals			6,319	5,443	
	Deferred Income			3,850	12,332	
				£10,169	£17,775	
12	Analysis of fund balances between the net assets			Unrestricted	Restricted	Total
	Fixed Assets			592,250	0	592,250
	Current Assets			861,521	62,149	923,670
	Current Liabilities			(10,169)	0	(10,169)
				£1,443,602	£62,149	£1,505,751

PAUL'S PLACE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2018

13 Movement in funds

	Brought Forward	Income	Revenue Expenditure	Transfers	Carried Forward
Unrestricted Funds					
General Funds	196,791	1,010,988	(497,298)	0	710,481
Designated Funds					
<i>Leasehold Property Reserve</i>	247,456	0	(5,624)	0	241,832
<i>Carers Caravan Reserve</i>	5,000	0	0	0	5,000
<i>Running Costs Reserve</i>	215,500	0	0	0	215,500
<i>Premises Refurbishment Reserve</i>	120,000	0	0	0	120,000
<i>Sensory Garden Reserve</i>	5,000	0	0	0	5,000
<i>Housing Reserve</i>	136,075	0	0	0	136,075
<i>Graham Fickling Legacy</i>	10,932	0	(1,218)	0	9,714
	£936,754	£1,010,988	(£504,140)	£0	£1,443,602

Restricted Funds

Beatrice Laing	17	0	(17)	0	0
Boccia Team Fundraising	0	1,101	(101)	0	1,000
Douglas Arter Foundation	440	0	(190)	0	250
Drake Music Project	1,516	0	0	0	1,516
Hon Co Glos Charitable Trust	579	0	(271)	0	308
Karen and Alan Monaghan	50,000	0	0	0	50,000
Kingswood Relief in Sickness	0	1,650	(1,650)	0	0
Kitchen Refurbishment Donations	1,205	5,000	0	0	6,205
Leeds Building Society	1,500	0	(1,500)	0	0
Percy Bilton Trust	0	405	(370)	0	35
Rotary Club of Chipping Sodbury	1,000	1,995	(2,995)	0	0
S Glos Carers Grant 2017/18	3,645	2,000	(5,645)	0	0
S Glos Carers Grant 2018/19	0	4,000	(1,516)	0	2,484
South Glos Member Awarded Funding 2016/17	927	0	(927)	0	0
South Glos PCT Health Inequalities	175	0	0	0	175
Welfare Fund	33	0	0	0	33
Yate Town Council	0	500	(500)	0	0
Zumbathon	0	379	(236)	0	143
	£61,037	£17,030	(£15,918)	£0	£62,149

Total

	£997,791	£1,028,018	(£520,058)	£0	£1,505,751
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14 DESIGNATED FUNDS**Leasehold Property Reserve**

The leasehold property reserve comprises of income raised in respect of the construction of the leasehold property and are identified separately from general reserves. The cost of the leasehold premises have been capitalised in the balance sheet and will be amortised over the useful economic life of the asset - the amortisation being written off to this reserve. This reserve is not classified as a 'free' reserve of the charity in so far as the building being leasehold only. Leasehold improvements revert to the ownership of the landlord upon termination of the lease.

Carers Caravan Reserve

The charity has purchased a fully accessible caravan so that disabled members and their families can holiday together. The charity has designated £5,000 to assist with the cost of the provision of support.

Running Cost Reserve

The designated running costs reserve is currently set at an approximation of a minimum of three and maximum of six months running costs. It designates these funds to ensure that in the event that the charity ceases its business, it has sufficient funds to ensure all possible closure expenses could be covered.

Premises Refurbishment Reserve

This reserve is money set aside for a potential new extension and kitchen.

Sensory Garden Reserve

This reserve is money set aside for the long term maintenance of the sensory garden.

Housing Reserve

This reserve is money set aside to put towards the purchase of the Charity's first house for disabled adults. The intention is to provide much needed social housing as there is inadequate housing in the community. The property was purchased in the year and the depreciation and impairment of this property is now being written off against this reserve.

15 RESTRICTED FUNDS**Boccia Team Fundraising**

This reserve represents fundraising specifically for funds towards the cost of the Boccia Team.

Douglas Arter Foundation

This reserve represents a donation received towards the purchase of Boccia Equipment.

Drake Music Project

This reserve represents a grant received towards the provision of music sessions for users.

Hon Co Glos Charitable Trust

This grant was given towards the costs of maintaining the sensory garden.

Karen and Alan Mongahan

This donation was given towards the kitchen refurbishment.

Kitchen Refurbishment Fund

This reserve represents donations received towards the refurbishment of the kitchen.

Percy Bilton Trust

This reserve represents a donation towards the cost of equipment for the Inclusive Gardening Project.

South Glos Carers Grant 2018/19

This reserve represents the balance of the 2018/19 grant unspent at 30 June 2018.

PAUL'S PLACE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2018

RESTRICTED FUNDS (cont:-)**Zumbathon**

This reserve represents a donation towards future Zumba sessions and training.

South Glos PCT Health Inequalities Grant

This reserve represents the balance of the grant to be spent as at 30 June 2018.

Welfare Fund

This fund is for the provision of support to a member as and when required.

16 RECONCILIATION OF NET MOVEMENTS IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2018	2017
Net Movement in funds	507,960	60,372
Add back Depreciation	1,565	1,565
Add back Amortisation	10,794	10,794
Add back Impairment adjustment	0	0
Deduct interest income	(605)	(467)
Decrease (increase) in debtors	967	5,942
Increase (decrease) in creditors	(7,606)	306
Net cash used in operating activities	£513,075	£78,512

17 RELATED PARTY TRANSACTIONS

Mr T Matthews, step son of Mrs P Jordan-Matthews the Operations Manager, invoiced £75 for IT services provided in respect of the website.