

**PAUL'S PLACE
REPORT AND FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2019**

Charity No: 1065033

PAUL'S PLACE
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PAUL'S PLACE**ANNUAL REPORT****FOR THE PERIOD ENDED 31 DECEMBER 2019**

The Trustees present their annual report and financial statements for the period ended 31 December 2019. This report relates to an eighteen-month set of accounts for Paul's Place as the Trustees decided to extend the financial year to coincide with the operating as Paul's Place (South West) from 1st January 2020.

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 16 July 2014.

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity Name:	Paul's Place																												
Charity Registration Number:	1065033																												
Address:	Serridge Lane Coalpit Heath Bristol BS36 2TT																												
Email:	info@paulsplace.org.uk																												
Website:	www.paulsplace.org.uk																												
Trustees:	<table> <tr> <td>Rachel Bainbridge</td><td>(appointed July 2019)</td></tr> <tr> <td>Darren Burnell</td><td>Chair until June 2019</td></tr> <tr> <td>Richard Fackrell</td><td></td></tr> <tr> <td>Jane Hill</td><td></td></tr> <tr> <td>Steve Howells</td><td></td></tr> <tr> <td>Esther James</td><td>(appointed July 2019)</td></tr> <tr> <td>Jill Jefferies</td><td></td></tr> <tr> <td>Mary Jones</td><td></td></tr> <tr> <td>Sarah Leighton</td><td>(appointed Oct 2019)</td></tr> <tr> <td>Sarah Maggs</td><td>(resigned July 2019)</td></tr> <tr> <td>Nicky Marshall</td><td></td></tr> <tr> <td>Beth Newton</td><td>(appointed July 2019)</td></tr> <tr> <td>David Owen</td><td>Honorary Trustee</td></tr> <tr> <td>Richard Wargent</td><td>Chair since June 2019</td></tr> </table>	Rachel Bainbridge	(appointed July 2019)	Darren Burnell	Chair until June 2019	Richard Fackrell		Jane Hill		Steve Howells		Esther James	(appointed July 2019)	Jill Jefferies		Mary Jones		Sarah Leighton	(appointed Oct 2019)	Sarah Maggs	(resigned July 2019)	Nicky Marshall		Beth Newton	(appointed July 2019)	David Owen	Honorary Trustee	Richard Wargent	Chair since June 2019
Rachel Bainbridge	(appointed July 2019)																												
Darren Burnell	Chair until June 2019																												
Richard Fackrell																													
Jane Hill																													
Steve Howells																													
Esther James	(appointed July 2019)																												
Jill Jefferies																													
Mary Jones																													
Sarah Leighton	(appointed Oct 2019)																												
Sarah Maggs	(resigned July 2019)																												
Nicky Marshall																													
Beth Newton	(appointed July 2019)																												
David Owen	Honorary Trustee																												
Richard Wargent	Chair since June 2019																												
Clerk to the Board	Elaine Snook																												
Chief Executive Officer	Daniel Cheesman (appointed May 2019)																												
Bankers:	Nat West Bank Ltd Filton Bristol Branch PO Box 182, 4 Church Road Filton, Bristol. BS99 5AA																												

PAUL'S PLACE

ANNUAL REPORT

FOR THE PERIOD ENDED 31 DECEMBER 2019

Registered Auditor:

D C Cox (FCA)
Harwood, Lane & Co Chartered Accountants
and Statutory Auditors
Units 1-4 Crossley Farm Business Centre
Swan Lane
Winterbourne
Bristol. BS36 1RH

OBJECTS OF THE CHARITY

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

VISION / MISSION / VALUES

Much of 2019 was spent redefining the vision, mission and values of the charity, to ensure that there is a common understanding of all stakeholders in understanding who Paul's Place is, what it does and the difference it makes to the lives of people it supports.

Our vision is a world that embraces disability and includes everyone, ensuring that all people can live their **life to the full**.

We achieve this vision by making it **our mission** to enhance the lives of physically disabled adults, and those with cognitive and sensory impairment, supporting them to **live life to the full**.

We do this through projects and activities that:

- provide social activities that connect people, build friendships, reducing loneliness and isolation;
- encourage people to develop new skills and achieve independence;
- develop opportunities for people to improve their health and wellbeing.

Our values are important to us and we ask everyone at Paul's Place to 'live out' these values:

Inclusive— we are inclusive and include everyone recognising that no two people are the same. We celebrate and promote the diversity of everyone.

Encouraging – we are encouraging and promote new opportunities and experiences that take people out of their comfort zone.

Empowering – we are empowering and believe that everyone has the right to 'choice and control' when it comes to their own lives.

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Caring – we are caring in everything that we do and ensure that everyone is treated with dignity and respect.

Friendly – we are friendly with everyone and strive to ensure that there is an element of fun in all that we do.

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ANNUAL REPORT

FOR THE PERIOD ENDED 31 DECEMBER 2019

CEO REPORT

It has been an enormous pleasure to take up the role of CEO at Paul's Place in May 2019, following the incredible hard work of the Trustees and Paula Jordan-Matthews (Operations Manager) who carried out the functions of the CEO for the eighteen months before my appointment.

The last year has been another busy one for Paul's Place and whilst much of 2018/19 has been 'business as usual' there has also been a significant amount of change and I want to thank everyone for embracing this change and for beginning a journey that will ensure that Paul's Place can keep supporting people for the years to come.

A lot of the last year has been spent defining a new five-year strategy for the charity and by 2025 we have set ourselves the bold challenge of supporting 50% more adults with physical, cognitive and sensory impairments. To do this we have set out an ambitious plan that includes new service provision, a new base for the charity and a determination to work more in the community and in partnership with other organisations.

This strategy has been coproduced with our Members and we now have an Advisory Group of Members who sit alongside the Board of Trustees, to input into the charities plans and to ensure that the strategy is on track.

This year we have worked hard on defining a new brand and a new way of telling our story, to show the difference that we make in the lives of the people who use our charity and this should serve us well as we look forward to our 25th Anniversary celebrations in 2020.

We could not achieve all that we do without the Paul's Place team and I would like to thank all the staff, volunteers and Trustees for the welcome that they have shown me and the dedication that they show in going above and beyond for Paul's Place.

As the first externally appointed CEO I look forward to working with everyone at Paul's Place as well as our partners and stakeholders and am excited to see where the charity will be in the next five years and to see the impact that we will have made in supporting more people to live life to the full.



Daniel Cheesman, CEO

PAUL'S PLACE

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WHAT WE DO (OUR PUBLIC BENEFIT)

Paul's Place provides a range of support services that benefit physically disabled adults and those with cognitive and sensory impairment. The provision of a daily offer helps support local government in the provision of day care. This day care is funded indirectly via local authority direct payments or directly by spot purchase. With this funding we provide day care during the year for over 200 disabled adults and their carers living in the following local authority areas: Bristol City Council, North Somerset Council and South Gloucestershire Council.

Over the last 25 years Paul's Place has developed several projects and services which include:

Paul's Place Daily – runs Monday to Friday (10am-4pm) throughout the year. Based in Coalpit Health South Gloucestershire, we provide a programme of daily activities that support adults with physical, cognitive and sensory impairments.

Paul's Place Social – is our popular evening programme. Throughout the year we run several nights out, including trips to the pub, restaurants, cinema, theatre and bowling to name a few.

Paul's Place Short Breaks – offer people the opportunity to a holiday or a short break throughout the year.

Paul's Place Boccia – our Boccia teams are run by disabled people, with the support of Paul's Place staff. We take our love of the sport into schools and colleges and teach students how to play.

Paul's Place Carers – offers carers the space to make connections with others, get support, as well as some 'time out' from caring responsibilities. We offer carers a range of activities throughout the year, including days out and an annual short break.

We rely on charitable donations, grants and local fundraising events to provide these services.

2018-2019 OUR YEAR IN NUMBERS

In the eighteen-month period between 1st July 2018 and 31st December 2019, we achieved the following:

- 120 Members regularly supported
- 8,575 support sessions delivered at Paul's Place Daily
- 105 person centred support plans actioned
- 78 carers regularly supported
- 42 socials were delivered
- 8 short break holidays were delivered (6 members, 2 for carers)
- 72 members supported to access a short break holiday
- 104 sessions of physiotherapy offered to Members
- 110 gym sessions offered to Members

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PLANS FOR 2020-2025

The summer and autumn of 2019 much of the energy of Paul's Place was spent in putting together a new five-year strategy for the charity.

This five-year strategy is supported by a detailed business plan and have five main strategic priorities which are:

1. **Disability Led** – we will ensure that disabled people are actively involved in decision making and that everything we do is based on people's right to having choice and control.
2. **Needs Led** – we will continue to grow and develop services and projects that have the needs of disabled people at the heart.
3. **Working in Partnership** – we will work in partnership with others to provide support for physically disabled adults and raise awareness of disability.
4. **Securing our Future** – we will find ways to tell our story in a variety of ways to help us to deliver our funding base, so we are able to develop our offer and ensure sustainability into the future.
5. **Achieving Excellence** – we will ensure that all our services are run to the highest quality and that we demonstrate value for money and can evidence the difference we make to the lives of disabled people.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

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

As of 1st January 2020, all assets of Paul's Place will be moved over to **Paul's Place (South West)** a company limited by guarantee and not having share capital, company number 11165504, charity number 1180398.

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. The Board have delegated responsibility to the role of a CEO, who works with the Board in providing strategic direction ensuring that this is in line with the operational responsibilities of the charity.

PAUL'S PLACE

ANNUAL REPORT

FOR THE PERIOD ENDED 31 DECEMBER 2019

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 The Responsibilities of a Trustee Courses facilitated by VOSCUR (a Voluntary Services Council in Bristol) or South Gloucestershire CVS.

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.

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

Financial Review

The charity has continued to maintain its donations and grants. During the 2018/19 financial year, the charity has seen an increase in donations, which was due to an ongoing commitment from staff and volunteers as well as the creation of a dedicated Fundraising Manager.

Reserves

The balance held as unrestricted funds at 31 December was £1,759,440 of which £1,523,232 are regarded as free reserves, after allowing for funds tied up in tangible fixed assets.

The trustees aim, in line with our Reserves Policy, to maintain free reserves in unrestricted funds at a level which equates to approximately four months of unrestricted charitable expenditure. The trustees consider that this level will provide enough funds to respond to applications for grants and other income and to ensure that support and governance costs are covered. The trustees consider that four months is a sufficient level and the current level of reserves is therefore sufficient for the short term.

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The trustees acknowledge that this are seen a high level of reserves and over the next 12 months the Board has designated 50K of working capital to invest into the charity. The project that this funding will support include the introduction of new support roles, including a Head of Finance and Business Support to help the charity with growth and investment in Customer Relations Management (CRM) system, that will help the charity to support its service users more effectively and enable fundraising to grow.

The trustees are also planning to invest some of our charitable funds (in line with our Investment Policy) to generate sufficient funds so as to support the lease costs of a new building for the charity to operate from to support more people in line with the charity's five year strategy.

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 inappropriate to presume that the charity will continue in business.

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.

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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 3.

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 27th Aug 2020 and signed on its behalf.



On behalf of the Board of Trustees
Steve Howells

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

We have audited the accounts of Pauls Place for the year ended 31 December 2019, 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 31 December 2019, 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

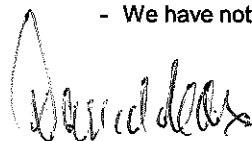
The trustees are responsible for the other information. The other information comprises the information included in the Trustees report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the 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 or 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: 01.09.2020

PAULS PLACE

STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31 DECEMBER 2019

SUMMARY INCOME AND EXPENDITURE ACCOUNT

	Notes	Unrestricted Funds	Restricted Funds	2019 Total	2018 Total
INCOME					
Donations and Legacies	2	413,773	30,396	444,169	553,963
Income from charitable activities	3	694,796	0	694,796	461,822
Income from other trading activities	4	38,575	0	38,575	9,475
Investment income	5	3,385	0	3,385	605
Other Income	6	4,340	0	4,340	2,153
<hr/>					
Total incoming resources		1,154,869	30,396	1,185,265	1,028,018
RESOURCES EXPENDED					
Costs of Generating Funds					
Fundraising	8	9,672	0	9,672	3,407
Charitable Activities	8	833,981	24,825	858,806	516,651
<hr/>					
Total resources expended		843,653	24,825	868,478	520,058
Net incoming/(outgoing) resources before transfers		311,216	5,571	316,787	507,960
Gross transfers between funds		(81)	81	0	0
Total funds brought forward	13	1,443,602	62,149	1,505,751	997,791
Total funds carried forward	13	£1,754,737	£67,801	£1,822,538	£1,505,751

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 17 to 24 form part of these accounts

PAUL'S PLACE

BALANCE SHEET AS AT 31 DECEMBER 2019

	Notes	2019	2018
FIXED ASSETS			
Tangible Fixed Assets	9	586,388	592,250
CURRENT ASSETS			
Debtors	10	1,099,615	41,546
Cash at Bank and in Hand		154,144	882,124
		<hr/>	<hr/>
		1,253,759	923,670
CREDITORS; amounts falling due within one year	11	(17,609)	(10,169)
		<hr/>	<hr/>
Net current assets		1,236,150	913,501
Net Assets	12	£1,822,538	£1,505,751
Unrestricted income funds	13	1,754,737	1,443,602
Restricted income funds	13	67,801	62,149
Total funds		£1,822,538	£1,505,751

These financial statements were approved by the Trustees on 27.08.2020 and signed on its behalf by:



S. Howells
Trustee & Chair

The notes on pages 17 to 24 form part of these accounts

PAULS PLACE

STATEMENT OF CASH FLOWS

FOR THE PERIOD ENDED 31 DECEMBER 2019

	Notes	Total Funds 2019	Prior Year 2018
Net Cash used in operating activities	16	<u>(723,633)</u>	<u>513,075</u>
<i>Cash Flow from investing activities:</i>			
Interest and dividends		3,385	605
Additions to Fixed Assets		(14,000)	0
Proceeds from sale of investments		0	0
		<u></u>	<u></u>
Net cash provided by investing activities		(10,615)	605
<i>Cash Flow from financing activities:</i>			
Repayment of borrowing		0	0
Receipt of expendable endowment		0	0
		<u></u>	<u></u>
Net cash provided by financing activities		0	0
		<u></u>	<u></u>
Change in cash and cash equivalents in the year		(734,248)	513,680
Cash and cash equivalent brought forward		882,124	368,444
Cash and cash equivalent carried forward		£147,876	£882,124

PAUL'S PLACE**NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31 DECEMBER 2019**

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 PERIOD ENDED 31 DECEMBER 2019

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
Minibus	-	20% straight line basis

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 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	2019	2018
	Donations	48,597	3,967	52,564	44,898
	Legacies	365,000	0	365,000	500,000
	General Grants	176	26,429	26,605	9,065
		£413,773	£30,396	£444,169	£553,963
3	Income from charitable activities	Unrestricted	Restricted	2019	2018
	Membership	1,898	0	1,898	1,026
	Day Facility Subs	26,871	0	26,871	18,677
	Day Funding	592,062	0	592,062	384,290
	Short Breaks / Respite	54,062	0	54,062	44,629
	Social Housing Income	19,903	0	19,903	13,200
		£694,796	£0	£694,796	£461,822
4	Income from other trading activities	Unrestricted	Restricted	2019	2018
	Fund-raising Events and Appeals	38,575	0	38,575	9,475
		£38,575	£0	£38,575	£9,475

PAUL'S PLACE

NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31 DECEMBER 2019

5 Investment income

All of the charities investment income of £3,385 (2018 £605) arises from money held in interest bearing current and deposit accounts.

6 Other Income	Unrestricted	Restricted	2019	2018
Miscellaneous	4,340	0	4,340	2,153
Apprenticeship Funding	0	0	0	0
	£4,340	£0	£4,340	£2,153

7 Staff costs and Volunteers	2019	2018
The staff costs for the year were:		
Wages and Salaries	539,610	297,341
Social Security Costs	33,420	16,811
Other Pension Costs	17,851	9,467
	£590,881	£323,619

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	15	13
Administrative	3	2
	18	15

The average number of volunteers involved in charity activities is believed to be around 25. This figure includes the trustees and the staff that also volunteer in their spare time.

Trustees Remuneration	£0	£0
Trustees Expenses	£Nil	£Nil

PAUL'S PLACE

NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31 DECEMBER 2019

8 Resources Expended

		Unrestricted		Restricted																			
Basis of Allocation	Total 2019	Core Costs	Fundraising	Boccla Team	Hon Co Clos Charitable Trust	Doddington Parish Council	BAWA	John James	Rolls Royce	Drake Music Project	Percy Bliton	Leeds Building Society	Waltrose	South Glos PCT	South Glos Carers Grant 2019/20	John Lewis	South Glos Area Wide	Auto Toilet	South Glos Carers Grant 2018/19	Osbourne Clarke	Quartet	Restricted Fundraising & Donations	
Boccla Team	Direct	7,237	4,429	1,377												1,431							
Caravan Costs	Direct	0	0																				
Carers Support	Direct	6,087	754												1,471				3,862				
Cleaning	Direct	8,995	8,995																				
Cricket Club Rent	Direct	6,889	6,889																				
Cricket Club Utilities	Direct	18,033	18,033																				
Evening Club	Direct	342	342																				
Maintenance	Direct	7,965	4,450				250											3,265					
Minibus Running Costs	Direct	25,620	25,276												544								
Misc Day Facility Costs	Direct	38,286	32,766			300		620	100	756	359			40				65		492	2,788		
Physiotherapy	Direct	5,040	5,040																				
Social Housing Costs	Direct	4,943	4,843																				
Sensory Garden	Direct	75	0		75																		
Short Breaks/Respite	Direct	64,678	64,492										386										
Fundraising Costs	Direct	9,672	0	9,672																			
Audit	Direct	2,400	2,400																				
Advertising	Direct	744	744																				
Bank Charges	Direct	177	177																				
Insurance	Direct	14,314	14,314																				
Legal and Professional	Direct	13,946	13,946																				
Misc Admin Costs	Direct	7,626	7,626																				
Postage and Stationery	Direct	5,516	5,516																				
Employers Pension	Direct	17,852	17,852																				
Salaries	Direct	560,651	556,290												1,739				2,622				
Payroll Expenses	Direct	3,578	3,578																				
Subscriptions	Direct	852	852																				
Telephone	Direct	5,218	5,218																				
Training and Recruitment	Direct	7,358	7,358																				
Volunteer Expenses	Direct	3,969	1,686															2,283					
Depreciation	Direct	2,800	2,800																				
Disposal of Caravan	Direct	6,268	6,268																				
Amortisation	Direct	10,794	10,794																				
Governance	Direct	153	153																				
		£868,478	£833,981	£9,672	£1,377	£75	£300	£250	£820	£100	£756	£359	£0	£386	£40	£3,764	£1,431	£2,283	£3,330	£6,484	£492	£2,788	£0
		£620,058	£600,733	£3,407	£101	£271	£0	£0	£0	£0	£1,660	£0	£1,500	£0	£2,995	£6,646	£0	£0	£0	£1,516	£0	£600	£1,740

PAUL'S PLACE**NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31 DECEMBER 2019**

9	Fixed Assets								
		Leasehold Premises	Freehold Premises	Furniture & Fixtures/ Equipment	Caravan	Total			
	COST								
	At 1 July 2018	281,200	370,000	17,776	15,658	684,634			
	Additions	0	0	14,000	0	14,000			
	(Disposals)	0	0	0	(15,658)	(15,658)			
	At 31 December 2019	281,200	370,000	31,776	0	682,976			
	DEPRECIATION (as restated)								
	At 1 July 2018	39,368	25,850	17,776	9,390	92,384			
	Charge for the Year	5,624	5,170	2,800	0	13,594			
	(Disposals)	0	0	0	(9,390)	(9,390)			
	At 31 December 2019	44,992	31,020	20,576	0	96,588			
	NET BOOK VALUES								
	At 31 December 2019	£236,208	£338,980	£11,200	£0	£586,388			
	At 30 June 2018	£241,832	£344,150	£0	£6,268	£592,250			
10	Debtors			2019		2018			
	Prepayments			5,611		5,339			
	Inter Charity Account			1,060,100		0			
	Income Receivable			33,904		36,207			
				£1,099,615		£41,546			
11	CREDITORS: amounts falling due within one year			2019		2018			
	Accruals			7,395		6,319			
	Deferred Income			10,214		3,850			
				£17,609		£10,169			
12	Analysis of fund balances between the net assets			Unrestricted	Restricted	Total			
	Fixed Assets			586,388	0	586,388			
	Current Assets			1,185,958	67,801	1,253,759			
	Current Liabilities			(17,609)	0	(17,609)			
				£1,754,737	£67,801	£1,822,538			

PAUL'S PLACE

NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31 DECEMBER 2019

13 Movement in funds

	Brought Forward	Income	Revenue Expenditure	Transfers	Carried Forward
Unrestricted Funds					
General Funds	710,481	1,154,869	(843,653)	5,543	1,027,240
Designated Funds					
<i>Leasehold Property Reserve</i>	241,832	0	0	(5,624)	236,208
<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>	9,714	0	0	0	9,714

£1,443,602	£1,154,869	(£843,653)	(£81)	£1,754,737
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Restricted Funds

Auto Toilet	0	6,350	(3,330)	0	3,020
BAWA	0	250	(250)	0	0
Boccia Team Fundraising	1,000	377	(1,377)	0	0
Doddington Parish Council	0	600	(300)	0	300
Douglas Arter Foundation	250	0	0	0	250
Drake Music Project	1,516	0	(756)	114	874
Hon Co Glos Charitable Trust	308	0	(75)	0	233
John James Foundation	0	620	(620)	0	0
John Lewis	0	2,740	(1,431)	0	1,309
Karen and Alan Monaghan	50,000	0	0	0	50,000
Kitchen Refurbishment Donations	6,205	0	0	0	6,205
Leeds Building Society	0	1,000	0	0	1,000
Osbourne Clarke	0	500	(492)	0	8
Percy Bilton Trust	35	359	(359)	0	35
Quartet	0	3,000	(2,788)	0	212
Rolls Royce	0	100	(100)	0	0
S Glos Carers Grant 2018/19	2,484	4,000	(6,484)	0	0
S Glos Carers Grant 2019/20	0	8,000	(3,754)	0	4,246
South Glos Council Area Wide	0	2,500	(2,283)	0	217
South Glos PCT Health Inequalities	175	0	(40)	0	135
Waitrose Ltd	0	0	(386)	0	(386)
Welfare Fund	33	0	0	(33)	0
Zumbathon	143	0	0	0	143

£62,149	£30,396	(£24,825)	£81	£67,801
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Total

£1,505,751	£1,185,265	(£868,478)	£0	£1,822,538
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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 expense 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.

Graham Fickling Legacy

This reserve is money set aside for replacement small items of equipment.

15 RESTRICTED FUNDS**Auto Toilet**

This reserve represents fundraising specifically for funds towards the cost of an Auto Toilet.

BAWA

This reserve represents fundraising specifically for funds towards the cost of a dishwasher.

Boccia Team Fundraising

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

Doddington Parish Council

This reserve represents a donation received towards the provision of physiotherapy and for a pottery class.

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 session for users.

Hon Co Glos Charitable Trust

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

John James Foundation

This grant was given towards the costs of the members Christmas party.

John Lewis

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

Karen and Alan Mongahan

This donation was given towards the kitchen refurbishment.

PAUL'S PLACE**NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31 DECEMBER 2019****RESTRICTED FUNDS (cont:-)****Kitchen Refurbishment Fund**

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

Leeds Building Society

This represents a grant towards the provision of PC's for members.

Osbourne Clarke

This donation was given towards the cost of curling stones.

Percy Bilton Trust

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

Quartet

This donation was given towards the cost of the sensory garden.

Rolls Royce

This was a donation made towards the cost of Christmas food.

South Glos Carers Grant 2018/19

This reserve represents the balance of the 2018/19 grant unspent at 31.12.2019.

South Glos Carers Grant 2019/20

This reserve represents the balance of the 2019/20 grant unspent at 31.12.2019.

South Glos Area Wide

This grant was provided to assist with the cost of volunteer expenses.

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.

Zumbathon

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

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

	2019	2018
Net Movement in funds	316,787	507,960
Add back Depreciation	2,800	1,565
Add back Amortisation	10,794	10,794
Deduct interest income	(3,385)	(605)
Decrease (increase) in debtors	(1,058,069)	967
Increase (decrease) in creditors	7,440	(7,606)
Net cash used in operating activities	(£723,633)	£513,075

17 RELATED PARTY TRANSACTIONS

There were no related party transactions during the period.