Report of the Trustees and

Unaudited Financial Statements for the Year Ended 31 December 2021

<u>for</u>

Combe Down Holiday Trust

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Report of the Trustees for the Year Ended 31 December 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's objects are to relieve sickness and suffering and (without prejudice to the generality of the foregoing) the provision of holidays and holiday accommodation for disabled people and their families and carers.

Significant activities

The charity has supported and funded a number of holidays by the making of grants.

The trust employs on a part-time basis a Chief Executive who liaises with other like-minded agencies, visits applicants and assesses both the needs and the financial means of candidates.

There have been no changes in the charity's objects or policies during the period.

Public benefit

The Trustees have paid due regard to the Charity Commission guidance on public benefit in deciding what activities the charity should undertake. The focus of our activities remains the provision of holidays or short breaks to disabled people, their carers and their families. Caring can be very demanding, the provision of a holiday or short break can be an enjoyable experience, allowing beneficiaries to 'recharge their batteries', catch up on day-to-day life or meet other friends and family. It is is therefore greatly beneficial to all concerned. The benefits are provided to disabled people and their families and carers predominantly, but not exclusively in Bath and its environs.

Report of the Trustees for the Year Ended 31 December 2021

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During the course of the last few years, the Trust has expanded its activities as part of its commitment to the Bath & North East Somerset Community to ensure that services offered include activities that encourage social inclusion. In addition to the help given to disabled people (i.e. physical illnesses, mental health issues, autism, terminal illness, multiple sclerosis, cerebral palsy, blindness, deafness, etc.) to take a holiday, we have also focused on the very important role that Carers play in providing essential support, both financial and time-wise that this role entails. Without this vital commitment, which is carried out selflessly and largely unrecognised, the cost to the community at large would be enormous.

The basic administrative costs of providing the services that we offer to carers and disabled people is met from the income the Trust generated from investments. As the Trust has limited resources, it needs the support of other community-minded organisations to carry out its essential work. Grants and donations to the Trust are used entirely to provide the much-needed breaks and holidays to enable the carers to refresh themselves and help them to continue their vital caring role. They are not, unless otherwise agreed with the donor, used to meet any administrative costs.

During the year, consequent to the downturn in the economy, many users remain unable to contemplate the costs of a holiday, so applications for help were again lower than in previous years. In 2020, few individual applicants benefited from a holiday or short break. During the early part of the year, funds were diverted to provide school pupils requiring laptops and tablets in order to study at home during the first covid lock-down. Later in the year, funding was offered for disadvantaged children undertaking organised school trips and for activities provided by sister organisations. The processing of the associated applications, to ensure that we only help those who meet the Trust's charitable aims and need financial assistance, and the appropriateness of holiday venues, requires significant management input. We also provide advice where financial help is not required.

As part of the provision of holidays and short breaks, the Trust encourages applicants to make contributions towards their holidays, dependant on their means. In many instances this forms part of the payment for the holiday, together with grants and donations from other sources. A number of applicants, whilst able to meet the cost of their holiday/break require advice in selecting an appropriate venue.

Unfortunately, because of the Trust's resource limitations we receive more applications than we are able to support leaving many disappointed. Those applicants refused due to the Trust's financial limitations will usually be offered priority in subsequent years.

FINANCIAL REVIEW

Investment policy and objectives

In 1997 the proceeds from the sale of the Trust's Combe Down Holiday Home were invested, the income from which is used to fund the Trust's activities. The trustees are keen that the income of the charity increases on a year-by-year basis in order that the charity can maintain a consistent level of grants despite the effect of any price increases, and are confident that sufficient income is being generated to fund the future activities of the charity.

Realised and unrealised gains during the year amounted to £38,485 (2020: £105,005 losses) so that investments had a value at the end of the year of £1,041,031 (2020: £962,428).

Report of the Trustees for the Year Ended 31 December 2021

FINANCIAL REVIEW

Reserves policy

It is the trustees opinion that the most effective way of fulfilling the Charity's objects and generating income of approximately £40,000 per annum thereby being able to fund indefinitely holidays for disabled people and their carers, is to retain free reserves equal to the value of the Charity's investments and deposits. This policy is reviewed on a regular basis.

At the year end, total reserves held amounted to £1,077,856. Free reserves held by the Trust amounted to £1,075,038. Of this, the investment portfolio amounted to £1,041,031. The Trustees have agreed a policy that this money should be retained in the Investment Account in order to provide ongoing income to support its work. Included is a sum of £21,872 held in fixed income stock that can be sold at short notice to meet immediate liabilities should there be such need.

£34,190 is held as a cash balance to meet ongoing payment and management costs. A further sum of £2,596 is held in restricted funds for designated grant allocations.

Going concern

Covid 19

The ongoing impact of Covid 19 and economic downturn as a consequence of international conflict, has been to limit the Trust severely and it could continue to do so for far longer than expected. This will create long-term problems in fulfilling the Trust's main functions, namely providing holidays and respite for those in need. This may in future require the Trustees to review the Terms of Reference and apply to the Charity Commission for permission to affect any changes thought necessary to provide assistance to other forms of appropriate need that would benefit from the Trust's resources.

The Trust's capital resources and consequent income continue to be eroded by the economic impact of the pandemic and international conflict. This may cause difficulty in servicing applications in the future. However, the Trust will continue to work within the parameters of the income generated each year.

Again in 2021, the Trust has seen a very significant drop in applications for holidays, days out and other activities normally receiving support. A large proportion of those clients that the Trust helps are in the "high risk" socially isolating range, which adds difficulty to the nature of the services it can offer.

The Trust employs a minimal number of staff. It has always recognised this poses a risk to the on-going provision of the facilities offered by the Trust. The Pandemic has increased this risk, due to the age of those employed. The Trustees do not intend to increase the number of staff at this stage in order to reduce the risk. It is considered that, in an emergency, the Trust could continue to operate, albeit at a reduced level, until staff are able to resume duties or new staff engaged.

Financial performance

The charity's income amounted to £50,808 (2020: £86,302) and expenditure totalled £43,170 (2020: £37,049). There was a net surplus for the year of £46,123 (2020: £55,752 deficit) - after including investment gains amounting to £38,485 (2020: £105,005 net loss) leaving net funds of £1,077,856.

FUTURE PLANS

The Trust intends to continue fulfilling its objectives by providing holidays, short breaks, days out and holiday accommodation to disabled people and their families and carers.

Report of the Trustees for the Year Ended 31 December 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT Governing document

The Trust is a charitable company limited by guarantee. It was incorporated on 23 April 1993 and registered as a charity on 4 June 1993. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and it is governed by the regulations which are set out in its Articles of Association. In the event of the company being wound up members are

Recruitment and appointment of new trustees

required to contribute an amount not exceeding £1.

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are referred to as trustees. Under the requirements of the Articles of Association the trustees are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. A trustee may be reappointed for consecutive periods not exceeding in aggregate nine years but thereafter may be reappointed if he or she shall have ceased to hold such appointment for not less than one year.

All trustees give their time voluntarily and received no benefits from the charity. Any expenses reclaimed from the charity are set out in note 5 to the accounts.

The more traditional legal, business and social service skills are well represented on the board of trustees.

Organisational structure

The trustees meet quarterly and are responsible for the strategic direction and policy of the charity as well as monitoring the charity's receipts and payments. At present the trustee board has six members which are drawn from a variety of professional backgrounds relevant to the work of the charity. The Chief Executive also attends such meetings but has no voting rights.

Induction and training of new trustees

New trustees meet with the Chief Executive and the Chairman to discuss their role and responsibilities. This meeting provides an opportunity to answer any questions raised by the new trustee and to clarify the content of any written documentation which has been circulated to the new trustee. The Hon Treasurer ensures that trustees are kept up to date with developments in Charity and Company Law. This is achieved through briefings which take place during meetings of the trustees and, as appropriate, via the circulation of written information.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02812304 (England and Wales)

Registered Charity number

1022275

Registered office

Combe Down Surgery The Avenue Combe Down Bath BA2 5EG

Report of the Trustees for the Year Ended 31 December 2021

Trustees

R A S Hodgman

G J Harris

A W Patmore

S Fowle

G Ryan

R F J Bush

R Wilson

Company Secretary

G Ryan

Independent Examiner

Moore Chartered Accountants 30 Gay Street Bath BA1 2PA

Bankers

National Westminster Bank plc 15 High Street Bath BA1 2PH

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

Approved by order of the board of trustees on Junos. 2012 and signed on its behalf by:

R A Stodgman - Trustee

Independent Examiner's Report to the Trustees of **Combe Down Holiday Trust**

Independent examiner's report to the trustees of Combe Down Holiday Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- 1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or 2.
- 3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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

Simon Cunningham

Moore

Chartered Accountants

30 Gay Street

Bath

BA1 2PA 22/8/ vor

Statement of Financial Activities for the Year Ended 31 December 2021

	Notes	Unrestricted fund £	Restricted funds £	31.12.21 Total funds £	31.12.20 Total funds £
INCOME AND ENDOWMENTS FROM Donations and legacies		501	-	501	43,574
Investment income	2	50,307	<u>-</u>	50,307	42,728
Total		50,808	-	50,808	86,302
EXPENDITURE ON Raising funds	3	10,958	-	10,958	12,150
Charitable activities Provision of holidays for the disabled		19,800	-	19,800	16,406
Other		12,412		12,412	8,493
Total		43,170	-	43,170	37,049
Net gains/(losses) on investments		38,485	<u>-</u>	38,485	(105,005)
NET INCOME/(EXPENDITURE)		46,123	-	46,123	(55,752)
RECONCILIATION OF FUNDS					
Total funds brought forward		1,029,137	2,596	1,031,733	1,087,485
TOTAL FUNDS CARRIED FORWARD		1,075,260	2,596	1,077,856	1,031,733

Balance Sheet 31 December 2021

	Notes	Unrestricted fund £	Restricted funds £	31.12.21 Total funds £	31.12.20 Total funds £
FIXED ASSETS					
Tangible assets	7	222	-	222	296
Investments	8	1,041,031	-	1,041,031	962,428
		1,041,253	-	1,041,253	962,724
CURRENT ASSETS					
Cash at bank		36,521	2,596	39,117	71,413
CREDITORS Amounts falling due within one year	9	(2,514)	-	(2,514)	(2,404)
NET CURRENT ASSETS		34,007	2,596	36,603	69,009
TOTAL ASSETS LESS CURRENT LIABILITIES		1,075,260	2,596	1,077,856	1,031,733
NET ASSETS		1,075,260	2,596	1,077,856	1,031,733
FUNDS	10				
Unrestricted funds				1,075,260	1,029,137
Restricted funds				2,596	2,596
TOTAL FUNDS				1,077,856	1,031,733

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

Balance Sheet - continued 31 December 2021

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

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

RASHodgman - Trustee

Notes to the Financial Statements for the Year Ended 31 December 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

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

The charity is a registered charity in England and Wales and is a company limited by guarantee. The address of the principal office is set out in the Report of the Trustees. The presentation currency of the financial statements is pounds sterling.

Going concern

The ongoing impact of Covid 19 and economic downturn as a consequence of international conflict, has been to limit the Trust severely and it could continue to do so for far longer than expected. This will create long-term problems in fulfilling the Trust's main functions, namely providing holidays and respite for those in need. This may in future require the Trustees to review the Terms of Reference and apply to the Charity Commission for permission to affect any changes thought necessary to provide assistance to other forms of appropriate need that would benefit from the Trust's resources.

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The Trust employs a minimal number of staff. It has always recognised this poses a risk to the on-going provision of the facilities offered by the Trust. The Pandemic has increased this risk, due to the age of those employed. The Trustees do not intend to increase the number of staff at this stage in order to reduce the risk. It is considered that, in an emergency, the Trust could continue to operate, albeit at a reduced level, until staff are able to resume duties or new staff engaged.

Income

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

Notes to the Financial Statements - continued for the Year Ended 31 December 2021

1. ACCOUNTING POLICIES - continued

Expenditure

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

Allocation and apportionment of costs

All expenses are incurred to further the charity's objective of relieving sickness and suffering and the provision of holidays and holiday accommodation for disabled people and their families and carers. As such all support expenditure is allocated to that activity.

Tangible fixed assets

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

Fixtures and fittings

- 25% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

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

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

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

2. INVESTMENT INCOME

	31.12.21	31.12.20
	£	£
UK listed investments	50,307	42,711
Bank interest receivable	-	17
		
	50,307	42,728

24 42 20

Notes to the Financial Statements - continued for the Year Ended 31 December 2021

3. RAISING FUNDS

4.

Raising donations and legacies		
Costs of generating voluntary income	31.12.21 £	31.12.20 £ 2,170
Investment management costs		
	31.12.21	31.12.20
Investment management fees	£ 10,958	£ . 9,980
- -		
Aggregate amounts	10,958	12,150
		
NET INCOME/(EXPENDITURE)		
Net income/(expenditure) is stated after charging/(crediting):		
	31.12.21	31.12.20
	£	£
Depreciation - owned assets	74	98

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2021 nor for the year ended 31 December 2020.

Notes to the Financial Statements - continued for the Year Ended 31 December 2021

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

COMPARATIVES FOR THE STATEMENT OF FINANCI	AL ACTIVITIES		
	Unrestricted	Restricted	Total
	fund	funds	funds
	£	£	£
INCOME AND ENDOWMENTS FROM	-	-	-
	44 542	2 024	42 574
Donations and legacies	41,543	2,031	43,574
Investment income	42,728	-	42,728
Total	84,271	2,031	86,302
EXPENDITURE ON	12.150		12 150
Raising funds	12,150	-	12,150
Charitable activities			
Provision of holidays for the disabled	14,375	2,031	16,406
Other	8,493	-	8,493
Total	35,018	2,031	37,049
Net gains/(losses) on investments	(105,005)		(105,005)
NET INCOME/(EXPENDITURE)	(55,752)	-	(55,752)
RECONCILIATION OF FUNDS			
Total funds brought forward	1,084,889	2,596	1,087,485
TOTAL FUNDS CARRIED FORWARD	1,029,137	2,596	1,031,733
	=======================================		

Notes to the Financial Statements - continued for the Year Ended 31 December 2021

7. TANGIBLE FIXED ASSETS

8.

I ANGIBLE FIXED ASSETS			Fixtures and fittings £
COST			
At 1 January 2021 and			
31 December 2021			1,294
DEPRECIATION			
At 1 January 2021			998
Charge for year			74
At 31 December 2021			1,072
NET BOOK VALUE			
At 31 December 2021			222 ———
At 31 December 2020			296 =====
FIXED ASSET INVESTMENTS			
•		Cash held	
	Listed	within	
	investments	portfolio	Totals
	£	£	£
MARKET VALUE			
At 1 January 2021	955,411	7,017	962,428
Additions	172,113	(172,113)	-
Disposals	(155,907)	146,969	(8,938)
Revaluations	47,541	-	47,541
Reclassification/transfer	-	40,000	40,000
At 31 December 2021	1,019,158	21,873	1,041,031
NET BOOK VALUE			
At 31 December 2021	1,019,158	21,873	1,041,031
At 31 December 2020	955,411	7,017	962,428

There were no investment assets outside the UK.

Notes to the Financial Statements - continued for the Year Ended 31 December 2021

8. FIXED ASSET INVESTMENTS - continued

Cost or valuation at 31 December 2021 is represented by:

			Listed investments £	Cash held within portfolio £	Totals £
	Valuation in 2021		1,019,158	21,873	1,041,031
9.	CREDITORS: AMOUNTS FALLING DUE WITH	IN ONE YEAR	₹	24 42 24	24 42 20
				31.12.21 £	31.12.20 £
	Social security and other taxes			935	825
	Other creditors			1,579	1,579
			•		
				2,514 	2,404
10.	MOVEMENT IN FUNDS				
10.	MOVEMENT IN FONDS			Net	
				movement	At
			At 1.1.21	in funds	31.12.21
			£	£	£
	Unrestricted funds		4 020 427	46 122	1.075.260
	General fund		1,029,137	46,123	1,075,260
	Restricted funds				
	B&NES Annual Grant		93	-	93
	Keynsham Town Council		1,118	-	1,118
	Appeal		1,200	-	1,200
	Bath Municipal Charities		185	-	185
			2,596	•	2,596
	TOTAL FUNDS		1,031,733	46,123	1,077,856
•	TOTALTONOS		=======================================	=	=======================================
	Net movement in funds, included in the abo	ve are as foll	ows:		
		Incoming resources	Resources expended	Gains and losses	Movement in funds
	Unrestricted funds	£	£	£	£
	General fund	50,808	(43,170)	38,485	46,123
		,2	(- , - , - ,	,	, = = =
	TOTAL FUNDS	50,808	(43,170)	38,485	46,123

Notes to the Financial Statements - continued for the Year Ended 31 December 2021

10. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds		•	
General fund	1,084,889	(55,752)	1,029,137
Restricted funds			
B&NES Annual Grant	93	-	93
Keynsham Town Council	1,118	-	1,118
Appeal	1,200	-	1,200
Bath Municipal Charities	185	-	185
	2,596		2,596
TOTAL FUNDS	1,087,485	(55,752)	1,031,733

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds General fund	84,271	(35,018)	(105,005)	(55,752)
Restricted funds Keynsham Town Council	2,031	(2,031)	-	-
TOTAL FUNDS	86,302	(37,049)	(105,005)	(55,752)

The B&NES Annual Grant restricted fund represents Local Authority grants for specific individuals or categories of individuals.

The Keynsham Town Council restricted fund represents a grant towards providing short breaks and holidays for disabled people who reside within Keynsham.

Notes to the Financial Statements - continued for the Year Ended 31 December 2021

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2021.