

Wakefield Riding for the Disabled Association

Charity number 1120760

A company limited by guarantee number 05980871

Annual Report and Financial Statements

for the year ended 31 March 2020



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Wakefield Riding for the Disabled Association

Annual Report and Financial Statements for the year ended 31 March 2020

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Prepared by West Yorkshire Community Accounting Service

Wakefield Riding for the Disabled Association

Trustees' report for the year ended 31 March 2020

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Shirley Hudson	Chair	
Audrey Joyce Honeyman		
Annie Brown		Resigned 9 September 2019
Janet English		

Company secretary Carolyn Brown

Charity number 1120760 Registered in England and Wales

Company number 05980871 Registered in England and Wales

Registered and principal address	Bankers
Pennine Community	Nat West
Wood Lane	Wakefield City Branch
Chapelthorpe	56 Westgate
Wakefield	Wakefield
West Yorkshire	WF1 1XF
WF4 3JL	

Independent examiner

E J Beverley FCCA

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 27 October 2006. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

Objectives and activities

The charity's objects

To promote the objects of the Riding for the Disabled Association Incorporating Carriage Driving, a charity registered under charity number 244108 ("RDA"), by providing disabled people with the opportunity to ride and/or to carriage drive to benefit their health and well being in the Wakefield and district area.

Wakefield Riding for the Disabled Association

Trustees' report (continued) for the year ended 31 March 2020

Objectives and activities

The charity's main activities

To provide horse riding for people with disabilities to improve their health and well being.
Educational activities for young people.
Volunteering opportunities for the local community.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular with regard to disabled people by providing them with the opportunity to ride and be involved with horse care.

Achievements and performance

Our group provided over 4,000 rides during the year 2019/20 helped by 62 regular volunteers.
Wakefield RDA are working with pupils from local schools to provide tuition in riding and horse care and 3 young people with learning disabilities enjoyed learning how to care for horses and achieved a nationally recognised award through the our Education programmes.
25 riders worked hard to achieve their RDA Grades 1 and 2 Proficiency Tests.
Equine Therapy sessions continue to be beneficial for those not able to ride.
21 riders competed successfully in the Countryside Challenge and Dressage classes at the Regional Riding for Disabled Qualifiers with 3 going on to compete at the prestigious RDA National Championships at Hartpury College in Gloucestershire.
7 riders achieved high scores in the International Dressage Anywhere RDA on-line competition, then 2 had medals presented to them for being placed 2nd in the Championship classes in May.
A group of 12 RDA Coaches and volunteers enjoyed the BHS 'Ride Safe' training and all passed the final assessment. This now gives them the knowledge and confidence to take disabled riders off site to ride in the local Country Park.

Financial review

The net expenditure for the year was £9,898, including net expenditure of £11,664 on unrestricted funds and net income of £1,766 on restricted funds after transfers.

Reserves policy

The Charity should hold reserves of an upper limit £48,000, relating to expenses covering approximately a 6 month period and a lower limit £24,000, relating to a 3 month period.

This is in order to maintain the smooth running of the charity in the event of unforeseen losses or reduction in income and in order to fulfil its legal obligations should the charity have to close.

The charity's free reserves, excluding fixed assets, at the year end were £32,425.

This figure includes designated funds of £2,450 leaving unrestricted funds of £29,975.

Going concern

At the time of signing these accounts the charity has been impacted by the global Covid-19 virus. The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

Wakefield Riding for the Disabled Association

Trustees' report (continued) for the year ended 31 March 2020

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

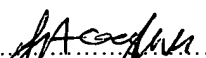
Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the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


- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees:

Signed.....  (Trustee)

Name..... 

Date..... 16/8/20

Wakefield Riding for the Disabled Association

Independent examiner's report to the trustees of Wakefield Riding for the Disabled Association

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2020, which are set out on pages 6 to 13.

Responsibilities and basis of report

As the charity's trustees of the charitable 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 charitable 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 ('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 material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those records; or
- 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.

Signed: E J Beverley

Name: E J Beverley

Relevant professional qualification or body: FCCA

Date: 15/9/2020

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Wakefield Riding for the Disabled Association
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2020

	Notes	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £	2019 Total funds £
Income from:					
Grants and donations	(2)	5,271	5,810	11,081	22,765
Sales and fees		51,629	-	51,629	52,566
Fundraising		18,768	1,120	19,888	14,290
Donated services		5,000	-	5,000	5,000
Drinks machine		1,598	-	1,598	1,311
Other income		-	-	-	98
Bank interest		83	-	83	42
Total income		82,349	6,930	89,279	96,072
Expenditure on:					
Salaries, NICs and pensions	(3)	51,760	-	51,760	53,352
Payroll and pension admin cost		1,236	-	1,236	1,116
Staff healthcare		152	-	152	148
Freelance staff		4,647	-	4,647	1,455
Travel and expenses		195	-	195	216
Volunteer expenses		54	-	54	272
Vet and equine dentist		905	-	905	1,969
Equipment and repairs		3,251	1,418	4,669	3,371
Farrier		959	-	959	940
Training and education		1,047	480	1,527	219
Licenses		755	-	755	1,035
Event costs		2,117	140	2,257	2,397
Insurance		2,971	-	2,971	2,100
Feed		711	-	711	233
Fundraising		1,717	396	2,113	2,086
Donated services		5,000	-	5,000	5,000
Drinks machine rental		717	-	717	938
Drinks machine supplies and expenses		604	-	604	693
Accountancy and independent examination fees		648	-	648	636
Depreciation		3,547	-	3,547	3,242
Sundries		200	-	200	11
Water cost		108	-	108	50
Stable block costs	(4)	13,442	-	13,442	-
Total expenditure		96,743	2,434	99,177	81,479
Net income / (expenditure)		(14,394)	4,496	(9,898)	14,593
Transfers between funds		2,730	(2,730)	-	-
Net movement in funds		(11,664)	1,766	(9,898)	14,593
Fund balances brought forward		57,430	14,533	71,963	57,370
Fund balances carried forward	(5)	45,766	16,299	62,065	71,963

All incoming resources and resources expended derive from continuing activities.

Wakefield Riding for the Disabled Association

Balance sheet

as at 31 March 2020

	2020 Unrestricted £	2020 Restricted £	2020 Total £	2019 Total £
Fixed assets				
Tangible assets (6)	13,341	-	13,341	26,060
Total fixed assets	<u>13,341</u>	<u>-</u>	<u>13,341</u>	<u>26,060</u>
Current assets				
Debtors and prepayments (7)	4,431	-	4,431	3,874
Cash at bank and in hand (8)	28,672	16,299	44,971	42,698
Total current assets	<u>33,103</u>	<u>16,299</u>	<u>49,402</u>	<u>46,572</u>
Current liabilities: amounts falling due within one year				
Creditors and accruals (9)	678	-	678	668
Total current liabilities	<u>678</u>	<u>-</u>	<u>678</u>	<u>668</u>
Net current assets / (liabilities)	<u>32,425</u>	<u>16,299</u>	<u>48,724</u>	<u>45,904</u>
Net assets	<u>45,766</u>	<u>16,299</u>	<u>62,065</u>	<u>71,964</u>
Funds				
Unrestricted funds	43,316	-	43,316	52,980
Designated funds (10)	2,450	-	2,450	4,450
Restricted funds	-	16,299	16,299	14,533
Total funds	<u>45,766</u>	<u>16,299</u>	<u>62,065</u>	<u>71,963</u>

For the year ending 31 March 2020 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on

Date: 16th August 2020

Signed: 

(Trustee)

Name: J. English

Wakefield Riding for the Disabled Association

Notes to the accounts

for the year ended 31 March 2020

1 Accounting policies

Basis of accounting

These accounts 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 and Reporting by 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) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Donated goods for resale are valued at the amount actually realised upon their sale.

Donated assets, facilities or services are valued at their estimated value to the charity. This is the price that the charity estimates it would pay in the open market for equivalent items; or services and facilities of equivalent utility to the charity.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

Wakefield Riding for the Disabled Association

Notes to the accounts continued

for the year ended 31 March 2020

1 Accounting policies continued

Tangible fixed assets

Tangible fixed assets are to be capitalised if they can be used for more than one year and cost at least £250. It is assumed that used assets donated to the company, other than the ponies, are on average 50% through their expected life and hence are capitalised at 50% of their estimated new replacement value. The working life of each pony on acquisition is estimated when acquired, maximum of 10 years, and depreciated on a straight-line basis over this period. Where ponies are donated an estimated value is assigned.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Ponies	Variable between 1 and 10 years
Stable and riding equipment - new	10% per annum
Stable and riding equipment - used	20% per annum
Office furniture and equipment - new	25% per annum
Office furniture and equipment - used	50% per annum
Field Improvements	20% per annum
Stable block	to be confirmed, see note 6

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

2 Grants and donations

	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £	2019 Total funds £
RDA National Office	-	140	140	355
City of Wakefield MDC	-	-	-	499
Co-op Local Community Fund/CAF	-	-	-	9,856
Minster Law	-	1,420	1,420	-
Nationwide	-	4,250	4,250	-
General donations	5,271	-	5,271	12,055
	<u>5,271</u>	<u>5,810</u>	<u>11,081</u>	<u>22,765</u>

Wakefield Riding for the Disabled Association
Notes to the accounts continued
for the year ended 31 March 2020

3 Staff costs and numbers

	2020	2019
	£	£
Gross salaries	52,225	52,980
Social security costs	582	1,836
Employment allowance	(3,000)	(3,000)
Pensions	1,953	1,536
	<u>51,760</u>	<u>53,352</u>

The average number employees during the year was 5, being an average of 2.6 full time equivalent (2019: 5, 2.6 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme

	2020	2019
	£	£
Costs of the scheme to the charity for the year	1,953	1,536
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

4 Stable block costs

The charity had planned to build a new stable block and has already incurred the costs of architects fees, planning permission, coal mining risk assessment, tree survey and drainage. At the time they were incurred, these cost were capitalised as part of the overall cost of the new stable block. However, the stable block is not now going to go ahead as planned, therefore the costs incurred to date have been written off in these accounts.

Where there are restricted funds being held towards the stable block, the funder will be contacted about the use of these funds.

5 Restricted funds

	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
RDA	982	-	-	-	982
Minster Law	2,500	-	-	-	2,500
Horbury Co-op	907	-	-	-	907
RDA - holiday	250	1,120	396	-	974
City of Wakefield MDC	38	-	38	-	-
Co-op/CAF	9,856	-	-	-	9,856
Nationwide	-	4,250	1,380	(2,730)	140
RDA - travel	-	140	140	-	-
Minster Law	-	1,420	480	-	940
	<u>14,533</u>	<u>6,930</u>	<u>2,434</u>	<u>(2,730)</u>	<u>16,299</u>

Fund name

Purpose of restriction

RDA	To pay support costs for a volunteer co-ordinator
Minster Law	Towards a new stable block
Horbury Co-op	Towards improvements to the outdoor school surface and new stable block
RDA - holiday	Towards holiday costs
City of Wakefield MDC	For computer equipment
Co-op/CAF	Towards a new stable block
Nationwide	For the container and various items of tack
	The transfer relates to capital items transferred to unrestricted
RDA - travel	Towards travel to the National Championships
Minster Law	To deliver 'BHS Ride Safe' training and assessment

Wakefield Riding for the Disabled Association
Notes to the accounts continued
for the year ended 31 March 2020

6 Tangible assets

	Stable Block	Office equipment	Equipment and container £	Ponies £	Total £
Cost					
At 1 April 2019	13,442	1,531	22,762	13,775	51,510
Additions	-	461	3,809	-	4,270
Disposals	(13,442)	(700)	-	-	(14,142)
At 31 March 2020	-	1,292	26,571	13,775	41,638
Depreciation					
At 1 April 2019	-	1,263	17,445	6,742	25,450
Depn reversed re. disposals	-	(700)	-	-	(700)
Charge for year	-	323	1,846	1,378	3,547
At 31 March 2020	-	886	19,291	8,120	28,297
Net book value					
At 31 March 2020	-	406	7,280	5,655	13,341
At 31 March 2019	13,442	268	5,317	7,033	26,060

See below

	Container £	Stable and Riding Equipment new £	Stable and Riding Equipment used £	Equipment and container £
Cost				
At 1 April 2019	-	14,094	8,668	22,762
Additions	2,730	1,079	-	3,809
At 31 March 2020	2,730	15,173	8,668	26,571
Depreciation				
At 1 April 2019	-	8,847	8,598	17,445
Charge for year	683	1,093	70	1,846
At 31 March 2020	683	9,940	8,668	19,291
Net book value				
At 31 March 2020	2,047	5,233	-	7,280
At 31 March 2019	-	5,247	70	5,317

7 Debtors and prepayments

	2020 £	2019 £
Debtors	3,229	2,585
Prepayments	1,202	1,289
	<u>4,431</u>	<u>3,874</u>

Wakefield Riding for the Disabled Association
Notes to the accounts continued
for the year ended 31 March 2020

8 Cash at bank and in hand	2020	2019
	£	£
Current account	5,025	2,754
Reserve account	39,941	38,824
Cash and undeposited funds	5	1,120
	<u>44,971</u>	<u>42,698</u>

9 Creditors and accruals	2020	2019
	£	£
Creditors	-	32
Accruals	678	636
	<u>678</u>	<u>668</u>

10 Designated funds	2020	2019
Funds are designated for the following purposes:	£	£
New Stables Fund	-	2,000
Trailer replacement	2,450	2,450
	<u>2,450</u>	<u>4,450</u>

11 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Remuneration and benefits received by key management personnel

The key management personnel of the charity include the trustees and The manager and yard manager. The total employee benefits received by the manager and yard manager were £45,403 (previous year: £41,450). No trustee received any remuneration or benefit in this capacity during this or the previous year.

12 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:

	Coffee machine
	£
Within one year	1,234
In the second to fifth years inclusive	4,640
Over five years from the balance sheet date	-
	<u>5,874</u>

Wakefield Riding for the Disabled Association

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2020

	2020 Unrestricted funds £	2019 Unrestricted funds £	2020 Restricted funds £	2019 Restricted funds £	2020 Total funds £	2019 Total funds £
Income						
Grants and donations	5,271	12,055	5,810	10,710	11,081	22,765
Sales and fees	51,629	52,566	-	-	51,629	52,566
Fundraising	18,768	14,290	1,120	-	19,888	14,290
Donated services	5,000	5,000	-	-	5,000	5,000
Drinks machine	1,598	1,311	-	-	1,598	1,311
Other income	-	98	-	-	-	98
Bank interest	83	42	-	-	83	42
Total income	82,349	85,362	6,930	10,710	89,279	96,072
Expenditure						
Salaries, NICs and pensions	51,760	53,352	-	-	51,760	53,352
Payroll and pension admin cost	1,236	1,116	-	-	1,236	1,116
Staff healthcare	152	148	-	-	152	148
Freelance staff	4,647	1,455	-	-	4,647	1,455
Travel and expenses	195	216	-	-	195	216
Volunteer expenses	54	272	-	-	54	272
Vet and equine dentist	905	1,969	-	-	905	1,969
Equipment and repairs	3,251	2,910	1,418	461	4,669	3,371
Farrier	959	940	-	-	959	940
Training and education	1,047	219	480	-	1,527	219
Licenses	755	1,035	-	-	755	1,035
Event costs	2,117	2,292	140	105	2,257	2,397
Insurance	2,971	2,100	-	-	2,971	2,100
Feed	711	233	-	-	711	233
Fundraising	1,717	2,086	396	-	2,113	2,086
Donated services	5,000	5,000	-	-	5,000	5,000
Drinks machine rental	717	938	-	-	717	938
Drinks machine supplies	604	693	-	-	604	693
Accountancy and IE	648	636	-	-	648	636
Depreciation	3,547	3,242	-	-	3,547	3,242
Sundries	200	11	-	-	200	11
Water cost	108	50	-	-	108	50
Stable block costs	13,442	-	-	-	13,442	-
Total expenditure	96,743	80,913	2,434	566	99,177	81,479
Net income / (expenditure)	(14,394)	4,449	4,496	10,144	(9,898)	14,593
Transfers between funds	2,730	-	(2,730)	-	-	-
Net movement in funds	(11,664)	4,449	1,766	10,144	(9,898)	14,593
Fund balances brought forward	57,430	52,981	14,533	4,389	71,963	57,370
Fund balances carried forward	45,766	57,430	16,299	14,533	62,065	71,963