

ACCURO (CARE SERVICES)

**TRUSTEES' REPORT AND
FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 MARCH 2020



ACCURO (CARE SERVICES)

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ACCURO (CARE SERVICES)

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company Number:	04507249 (England and Wales)
Registered Charity Number:	1094736
Registered office:	Tocher House Start Hill Bishop's Stortford Essex CM22 7TA
Trustees:	Mr P Emsden Mrs S Foote Mr D Lister (resigned 12/11/2019) Mr D McConnell (resigned 12/11/2019) Mrs M Pate Mrs K Shefford Mrs M Standen Mr M Punshon (appointed 10/09/2019) Mrs J Stewart (appointed 10/09/2019) Mrs A Burns (appointed 28/01/2020)
Company Secretary:	Mr P Emsden (appointed 24/03/2020) Mr R Purcell (resigned 24/03/2020)
Senior Management Leadership Team:	Mr R Purcell – CEO (resigned 24/03/2020) Ms A McKeown – Operations Manager
Management Support Team:	Ms TJ Gibbs – HR Co-ordinator (resigned 31/10/20) Ms N. Emuss – BD Manager (resigned 09/12/2019) Miss R Blake – Deputy Operations Manager. Ms M Fuller – Finance Officer Mrs S Fishpool – Fundraising manager Mrs M Warry – HR Advisor
Independent Examiners:	Price Bailey LLP Causeway House 1 Dane Street Bishop's Stortford Hertfordshire CM23 3BT
Bankers:	Unity Trust Bank Plc Nine Brindley Place Birmingham B1 2HB

ACCURO (CARE SERVICES)

REFERENCE AND ADMINISTRATIVE DETAILS

Bankers continued:

The Charity Bank Ltd
Fosse House
182 High Street
Tonbridge
TN9 1BE

CAF – in association with Shawbrook Bank Ltd
Lutea House, Warley Hill Business Park
The Drive, Great Warley
Brentwood
Essex
CM13 3BE

Solicitors:

Whiskers LLP Solicitors & Notaries
6 Mitre Buildings
Kitson Way
Harlow
Essex
CM20 1DR

ACCURO (CARE SERVICES)

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

The Trustees present their Annual Report together with the financial statements and Independent Examiner's report of the charitable company for the period 1st April 2019 to 31st March 2020. The Annual Report serves the purposes of both a Trustees' Report and a Directors' Report under company law.

The registered charity provides services for people with disabilities from 8 years upwards serving the catchment area of West Essex. The charity had a register of 130 service users as at 31st March 2020.



"Accuro is my 'happy place' after a hard day at school"

(Source: Service user, October 2019)



STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document – the Memorandum & Articles of Association and constitutes a company, limited by guarantee, as defined by the Companies Act 2006.

Members' Liability

Each member of the charitable company undertakes to contribute to the assets of the charitable company in the event of it being wound up while they are a member, or within one year after they cease to be a member, such amount as may be required, not exceeding £1, for the debts and liabilities contracted before they ceased to be a member.

Method of Recruitment and Appointment or Election of Trustees

A Board of Trustees comprising not less than five and up to eighteen persons is elected at the Annual General Meeting. This Board governs Accuro. The trustees serve a term until the next Annual General Meeting where all are eligible for re-election.

Co-option to the Board is permitted up to a maximum of 5 additional trustees which may include one representative of Essex County Council.

The Board meets regularly throughout the year and operates a sub-committee with responsibility for overseeing financial matters.

Details of the trustees who served during the year are included in the Reference and Administrative Details on page 3.

The Board recruits new Trustees in order to maintain a wide range of skills to maximise the contribution of the board towards the goals of the charity. Each Trustee is responsible for a different area of business depending on their personal skills and expertise.

ACCURO (CARE SERVICES)

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

Policies and Procedures Adopted for the Induction and Training of Trustees

Potential trustees attend meetings firstly with the Chair of Trustees and secondly the Chief Executive. They are then invited to join the Board as an Observer. If both the individual and existing trustees are satisfied with their respective performance, he / she is elected to the Board. Trustees are inducted to the charity through a series of 1-1 sessions with the Chair, Chief Executive, Accuro staff as well as attending Accuro Clubs / projects. A DBS check and safeguarding training is completed and further training is provided on an ad hoc basis depending on the needs of the Charity and the Trustees.

Organisational Structure

The charity's key financial and strategic decisions are discussed and agreed by the Board of Trustees and enacted by the Chief Executive Officer. The daily management of the charity is led by the Chief Executive Officer and supported by the team of operational and support services staff.

The Senior Management Team (SMT) consists of the: Chief Executive Officer, the Operations Manager, The Business Development Manager, Volunteer Co-ordinator, HR Co-ordinator and Office Co-ordinator.

Since writing this report the Chief Executive Officer resigned in March 2020 and this role has now been amalgamated with the Operations Manager post. The post of Volunteer Co-ordinator has been made redundant and the administration roles have been re-organised for efficiency.

The Senior Management Team now consist of Operations Manager, Deputy Operations Manager, Fundraising Manager, HR Advisor and Finance Officer.

Arrangements for setting pay and remuneration of key management personnel

All Trustees are volunteers. Reasonable expenses may be paid and are detailed in Note 10 of the accounts.

The pay and remuneration of key management personnel was reviewed in January 2019. This was followed by a pay review in April 2020 for the whole staff team. Increases were mainly given to lower paid staff to put us in line with the large increase to the National Minimum Wage.

The proposals for remuneration were first robustly reviewed and then approved by the Board of Trustees..

Related Parties

Related Party transactions are detailed in Note 21 to the accounts.



"The service gives my daughter access to a social circle of friends without having to rely on me to take her places and to pick her up. It is the only place she goes where she doesn't rely on me" (Source: Accuro Stakeholder Survey 2020)



OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of Accuro are stated in the Memorandum and Articles of Association and are as follows:

"To relieve people with disabilities and/or the elderly who reside in Essex and surrounding areas by the provision of respite care and other services for which there is an identified need and such services will encompass the need to provide support and training to volunteers and staff."

ACCURO (CARE SERVICES)

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

Vision Statement

To eliminate the social isolation of those who have disabilities within our local communities by enhancing their confidence to cross bridges into a wider world.

Mission Statement

To support people with a learning disability in West Essex with a wide range of social activities and provide respite to their families.



“Summer sessions were all amazing, we can’t thank you enough. We are blessed to access to this resource, D came home beaming after each session” (Source: Parent September 19)



Values

The Accuro values have been discussed, decided upon and illustrated by the staff team. They are shown on the front page of this Annual Report.

Medium Term Strategic Objectives

The following objectives have been approved by the Board of Trustees:

1. Preserve the valuable services currently on offer by diversifying the funding sources used to pay for them
2. Improve fundraising effectiveness
3. Improve branding & develop Accuro's profile at local government and community levels
4. Increase the range and diversity of the services offered (sustainably), focusing on post-16 / life skills provision
5. Ensure better use of strategic collaboration.

The medium-term strategic objectives will allow Accuro to secure its foundations in providing quality services sustainably into the future. These foundations will support the diversification of services to meet identified need and move the charity in a positive direction.

Public Benefit

The Trustees have referred to the Charity Commission's guidance on public benefit. The charitable purposes of Accuro are outlined in its Vision and Mission. The charity's achievements and key performance indicators illustrate how these have been pursued to derive public benefit.

ACCURO (CARE SERVICES)

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During the year ended 31 March 2020, Accuro provided the following principal services:

Adult Friendship Scheme

2126.5 hours (2019 – 1528) of social and leisure activities, for 63 (2019 – 59) with a disability, across the Harlow and Uttlesford areas. Activities included quizzes, parties and discos 'on base' – and, in the community, meals out, theatre trips, greyhound racing, music events, Christmas shopping and seaside trips.

Holiday Scheme

1514 hours (2019 – 1454) of leisure and social opportunities for 67 children (2019 – 60) and young people with a disability. This scheme, which was offered during the school holidays, provided a broad section of exciting activities both 'on base' and within the community. On Base activities included a chef training workshop where we created a 3-course meal to take home, superhero workshop full of team building activities, and robot engineering. Examples of community-based activities are outdoor pursuits at Lambourne End, bowling, karaoke, Santa Pod Raceway, seaside trips and Glo Golf. The Holiday Scheme also provided the important dual benefit of offering families time for genuine respite.

Saturday Play Club

Based in Saffron Walden, this club provided a wide range of activities for 17 children (2019 – 18) and young people with a disability during term time, totalling 1518 hours (2019 – 1749). Club members completed cooking and art projects, outings within the local and wider community, as well as horse riding on a regular basis.

Evening Youth Groups

The following clubs cater for 11 to 19-year olds with a disability.

The activities we provide aim to reduce social isolation and build self-confidence and life skills. A key life-skills focus in this financial year was travel safety. One youth club attended a workshop to help them learn to use a taxi safely and independently, followed by a practical session where we booked a taxi over the phone and travelled a short journey to the shops, paying the taxi driver. Other highlights included science experiments, themed nights, cookery sessions and woodwork.

Cool Connections

Cool Connections is based in Harlow. In total 13 service users (2019 – 12) benefited from 696 hours (2019 – 592) of support in a safe and supportive environment that helped to promote independence and enabled increased self-confidence.

Loughton Youth Group

762 hours (2019 – 690) of social and leisure activities for 19 service users (2019 – 11) in the Loughton and Epping areas.

Under 19s Project

A leisure and social opportunities project which provided 856 hours (2019 – 808) for 20 young people (2019 – 18) based in Great Dunmow and Saffron Walden.

Within all our clubs we work to the following targets

- Reduced social isolation through increased interaction with others
- Improve self-confidence, self-esteem
- Increased independence
- Improved social skills
- Increased happiness and well-being
- Improved life skills

ACCURO (CARE SERVICES)

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

Evaluation

We listen to the club members who have a very active role in planning forthcoming sessions/activities, through evaluation tools such as "cool walls", visual surveys and discussions. This allows the young people and adults to have ownership of their club and means our programmes are delivered to meet current needs and interests.

All Accuro's clubs and schemes provide person-centred leisure opportunities within a nurturing environment where the children, young people and adults feel accepted and safe whilst being supported by dedicated staff and volunteers. We enable those who use our services to belong, contribute and thrive.

The Accuro Stakeholder Survey 2020

The Accuro Stakeholder survey was carried out and sent to parents, service users and staff who are involved with Accuro; this enables us to monitor and evaluate the services provided. From the responses received, the following data was collected:

- 96% of parents agreed Accuro is a support to their family.
- 93% parents agreed that since joining Accuro their child/adult has become less socially isolated.
- 90% parents agreed their child/adults have improved well-being.
- 100% agreed their child/adult have fun at Accuro.
- 100% of service users who completed the smiley face survey said they feel happy at Accuro.
- 100% of staff agreed that they would recommend Accuro.



"Our daughter really enjoyed the other schemes but is too old for them now, so this is perfect." (Adult Friendship Scheme)

(Source: Accuro Stakeholder 2020)



Charitable activities

KEY PERFORMANCE INDICATORS

1. *Preserve the valuable services on offer*

All the services that the charity offered in the previous financial year have continued to operate and evolve in 2019/20. We were able to provide more than 7472 hours (2019 – 7400) of safe and fun activities for our service users, as well as time for respite for their families. During the reporting period, the charity continued to invest in a process of significant transition to preserve services, ensure sustainability and prepare for future development.

From April 2019, the following key staff appointments have been made: Fundraising Manager, Communications and Community Fundraising Officer; Deputy Operations Manager; Saturday Play Club Co-ordinator, U19s Co-ordinator and Adult Friendship Co-ordinator. The organisational infrastructure is now in place to put Accuro on a stable footing to continue and develop our services for the future.

While the charity remains vulnerable due to the need for on-going fundraising, detailed planning for grant and community fundraising is showing progress and greater diversity of income.

ACCURO (CARE SERVICES)

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

2. More effective fundraising

By having a Fundraising Manager and a focussed grant bid writer, the charity is becoming less reliant on grants/commissioned projects going forward. 'Return on Investment' matrices are produced each month for both arms of fundraising and, following more careful planning, this strategy is already enabling Accuro to raise funds more effectively. Enhanced reporting also assists the Finance Committee to take a more interrogative approach to performance. However, it is early days and there is still much to be done to raise our profile within the community and maintain the positive trajectory.

3. Improve branding & develop our PR profile

Accuro's brand is becoming more known in the local community, but there is much work to be done in this area. A steady stream of articles now appears in the local papers, and coverage has increased due to fundraising activities (Fire Walk, Skydiving, Jazz in the Park), radio interviews and increased involvement of key agencies and local government officials. One of the most significant developments has been the launch of a new Accuro website at our Open Day on 4 June 2019.

4. Increase the range and diversity of the offer (sustainably), focusing on post-16 and Life Skills provision

This key aim has been on hold while the significant transition required within the charity has taken place. This transition is continuing and now that all the new club and scheme co-ordinators are in place our key focus is firstly to ensure all our current Clubs are full and secondly to establish waiting lists.

However, we have sought and received funding to research the need for the development of a 19-25-year-old adult, 'transitional', support Club called 'STRIDES'. A pilot scheme has been completed and we will begin this programme once we have secured appropriate funding.

5. Better use of strategic collaboration

Accuro is now building bridges with similar local organisations – such as Spangles, Buffy Bus, Grove Cottage and Sam's Place. Regular meetings are taking place with various Councils for Voluntary Services, Essex Youth Services, local government, faith-based organisations and key funders – such as the Essex Community Foundation, Children in Need. Much more of this will be undertaken in the coming months.

Action for Children who have commissioned 5 children's services from Accuro awarded the green level of their RAG assessment on inspection in January 2020. This indicator highlights the quality of children's services provided by Accuro. All our youth groups are delivered in purpose-built youth buildings owned by Essex County Council's Youth Services, with whom we have an ongoing partnership.



"Saturday Club it is a lifeline for our family and is something that we all get something out of. The staff are highly skilled and are adept at managing children with complex needs and are passionate and enthusiastic about assisting our young people to try new things and develop as individuals."

(Source: Parent Sept 19)



ACCURO (CARE SERVICES)

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

FINANCIAL REVIEW

Financial Statements

The financial statements illustrate a net deficit of £90,023 in contrast to a surplus of £1,993 in the previous financial year. The deficit was due to a significant reduction in income from Action for Children and new sources of funds are being looked at for 2020/21. The level of reserves held is still within the amount stipulated in the reserves policy.

Going Concern

After making appropriate enquiries, the Board of Trustees has a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, it continues to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Statement of Accounting Policies.

Covid-19

Like many charities, at the time of filing this report we are dealing with the impacts of Coronavirus. Whilst this is disrupting our service delivery, we have taken appropriate steps to protect the charity's financial position by accessing the Job Retention scheme, furloughing staff and applying for Coronavirus funding, grants and having a contract with Action for Children which in part covers the cost of our projects under Essex Shortbreaks. Adequate staff were left in place for Accuro to be able to provide online interaction, postal contact and welfare calls so that contact was maintained with the children, young people and adults who utilise our services. Accuro worked hard to introduce the use of digital platforms at the very beginning of the lockdown which enabled us to progress to online workshops during the summer holidays. We have liaised with venues that we utilise to ensure that Covid safe risk assessments are in place, this has meant that we have been able to provide face to face services for the children and young people and adults where possible. These steps will ensure that we can provide levels of service through the 2nd wave of the Coronavirus pandemic. We plan to continue to provide remote support and deliver some services online and via activity packs throughout the pandemic to support service users who are unable to attend face to face sessions.



"Wonderful People who really seem to care for my son."

(Source: Parent October 19)



Reserves policy

The charity aims to maintain a minimum of 3 months' unrestricted income, based on the previous financial year's turnover. This reflects the requirement on Trustees to maintain sufficient reserves to meet unforeseen circumstances and to ensure that, should the Charity / Company Limited by Guarantee need to be wound up, it can meet the organisation's financial obligations. The directive for unrestricted reserves is recorded in the Board Minutes.

A minimum rolling capital reserve balance of £10,000 is to be held to fund future capital expenditure.

Restricted reserves can only be used for a purpose or remit within the overall charitable aims and they can only be carried forward as reserves if the terms of the funding apply. The Trustees will review the Reserves Policy annually.

The unrestricted reserves balance as at 31st March 2020 was £203,716 which is in keeping with the Reserves Policy.

ACCURO (CARE SERVICES)

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

Investment policy

The Memorandum and Articles of Association enable the organisation to make investments at the discretion of the Trustees. The current policy is to invest surplus funds in a range of charity accounts with robust financial institutions. None should contain more than the £85,000 guaranteed by the FSCS.

Financial Management

Responsibility for managing the organisation's finances rests with Trustees. Authority is delegated to the Chief Executive Officer to the control of day to day income and expenditure.

Funding Streams of £10,000 and above in 2019/2020

Action for Children	£188,200
Essex Community Foundation	£21,800
Children In Need	£10,000
Openworks Foundation	£10,000

Principles Risks and Uncertainties

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure that appropriate controls are in place to provide reasonable assurance against fraud and error. Accuro operates a Risk Management Policy alongside a Risk Register which is reviewed regularly by the Board where the prevention and mitigation of risk is actioned.

Plans for Future

During this financial year our grant from Action for Children via Essex County Council was reduced by 33% and this will continue to the end of the service contract which has been extended to September 2021. We can expect further pressure after September 2021 on the availability of funding as Central and Local Government look at the recovery programme post Covid-19.

As a result, we will seek to (a) reduce our operating costs as far as possible with the least impact on the quality of our services and (b) look at both fund raising and alternative sources of income.

Reducing our costs comes in two forms:

- We will reduce our overall salary bill through not replacing our CEO, undertaken a review of a number of other roles and a review of Accuro clubs. In addition, we have managed to renegotiate our lease at our office to be rent free although we remain paying overall operational costs. We will continue to aggressively review our cost base to ensure that we focus resources to continue to support our service users, many of whom have significant complex needs and require intensive support.
- We will also use the learning from the Covid-19 period from the additional services we deliver through digital platforms which both add value to our existing service users and may attract a different group that may be unable to attend the clubs because of travel or anxiety, but could benefit from an on-line service. Such an offer may be less costly to run enabling an overall service that achieves value for money through both face to face and on-line services.

We continue to look at different ways of accessing funds both in terms of traditional fund raising, corporate support, grant making bodies as well as looking at how we create revenue streams from our services.

Funds Held as Custodian Trustee on Behalf of Others

There are no arrangements in place where trustees act as custodians for third parties.

ACCURO (CARE SERVICES)

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees (who are also the directors of Accuro (Care Services) for the purposes of Company Law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with statutory requirements and accepted accounting practice.

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

- Select suitable accounting practices and apply them consistently
- Observe the methods and principals in the Charity Statement of Recommended Practice
- Make judgements and estimates that are reasonable and prudent
- State whether UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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 statements comply with the requirements of the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions of part 15 of the Companies Act 2006 applicable to companies' subject to the small companies' regime.

Signed on behalf of the Board of Trustees;

Matthew Punshon - Chairman of the Governing Board



Matthew Punshon (Nov 16, 2020, 6:10pm)
Date: 16 Nov 2020



“Brilliant, extremely valuable service helping my daughter gain a sense of independence and building her confidence and self-esteem.”

(Source: Parent October 19)



ACCURO (CARE SERVICES)

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

I report to the trustees on my examination of the accounts of Accuro (Care Services) ("the Company") for the year ended 31 March 2020.

Responsibilities and basis of report

As the charity 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

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England & Wales which is one of the listed bodies.

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
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.

Helena Wilkinson FCA DChA

For and on behalf of Price Bailey LLP
Causeway House
1 Dane Street
Bishop's Stortford
Hertfordshire
CM23 3BT

Date:

ACCURO (CARE SERVICES)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2020

	Note	Unrestricted Funds £	Restricted Income Funds £	Total Funds 2020 £	Total Funds 2019 £
Income from:					
Donations	3	22,136	93,300	115,436	181,723
Charitable activities	6	25,829	188,200	214,029	240,199
Investments	5	2,008	-	2,008	1,109
Other trading activities	4	28,451	-	28,451	36,346
Total income		<u>78,424</u>	<u>281,500</u>	<u>359,924</u>	<u>459,377</u>
Expenditure:					
Cost of raising funds	7	94,934	-	94,934	82,256
Charitable activities	8	67,649	287,364	355,013	375,128
Total expenditure		<u>162,583</u>	<u>287,364</u>	<u>449,947</u>	<u>457,384</u>
Net (expenditure)/income		(84,159)	(5,864)	(90,023)	1,993
Transfers between funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds		(84,159)	(5,864)	(90,023)	1,993
Total funds brought forward		<u>287,875</u>	<u>33,311</u>	<u>321,186</u>	<u>319,193</u>
Total funds carried forward		<u>203,716</u>	<u>27,447</u>	<u>231,163</u>	<u>321,186</u>

All of the company's activities are classed as continuing.

The company had no gains or losses other than those shown above.

The notes of pages 18 to 29 form part of these accounts.

ACCURO (CARE SERVICES)

BALANCE SHEET FOR THE YEAR ENDED 31 MARCH 2020

		2020		2019	
	Note	£	£	£	£
Tangible fixed assets					
Tangible assets	13		17,276		29,894
Current assets					
Debtors	14	15,759		42,096	
Bank accounts		206,155		266,401	
		<u>221,914</u>		<u>308,497</u>	
Creditors					
Amounts falling due within one year	15	8,027		17,205	
			213,887		291,292
Net assets			<u>231,163</u>		<u>321,186</u>
Capital and reserves					
Unrestricted funds			203,716		287,875
Restricted funds			27,447		33,311
	17		<u>231,163</u>		<u>321,186</u>

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

Approved by the Trustees on: 16 Nov 2020



Treasurer/Trustee (16 Nov 2020, 6:10pm)

Company registration number: 04507249

The attached notes form part of these financial statements.

ACCURO (CARE SERVICES)

STATEMENT OF CASHFLOWS FOR THE YEAR ENDED 31 MARCH 2020

	2020 £	2019 £
Cash flows from operating activities:		
Surplus/(deficit) for the financial year	(90,023)	1,993
Adjustments for:		
Depreciation of tangible assets	12,882	12,825
Investment Income	(2,008)	(1,109)
(Decrease)/increase in debtors	26,337	(6,464)
Increase in creditors	(9,178)	1,665
	<hr/>	<hr/>
Net cash generated from operating activities	(61,990)	8,910
	<hr/>	<hr/>
Cash flows from investing activities:		
Purchase of tangible fixed assets	(264)	(30,559)
Income from investments	2,008	1,109
	<hr/>	<hr/>
Net cash from investing activities	1,744	(29,450)
	<hr/>	<hr/>
Net decrease in cash and cash equivalents	(60,246)	(20,540)
Cash and cash equivalents at the beginning of the year	266,401	286,941
	<hr/>	<hr/>
Cash equivalents at the end of the year	206,155	266,401
	<hr/>	<hr/>

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

1. GENERAL INFORMATION

Accuro (Care Services) is a UK registered charity, limited by guarantee, registered at the address given on the first page of these financial statements.

The principal activity of the charity is to provide opportunities for individuals with learning difficulties to interact and socialise with one another.

2. ACCOUNTING POLICIES

Basics of accounting

The financial statements have been prepared in accordance with 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) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Accuro (Care Services) meets the definition of a public benefit entity under FRS 102. Assets and liabilities recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The functional and presentational currency is Pounds Sterling.

Income

Grants are recognised in full in the Statement of Financial Activities in the year for which they are receivable and any abatement in respect of the year is deducted from income and recognised as a liability.

Donations are recognised on a receivable basis (where there are no performance-related conditions) where the receipt is probable and the amount can be reliably measured.

Revenue from fundraising activities, fees and commissioned services are recognised in the period in which the services are provided in accordance with the stage of completion of the services provided the amount of revenue and stage of completion can be measured reliably.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Furniture and Equipment – straight line over 3 years
Leasehold Improvements – over the term of the lease

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees for particular purposes.

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.

Leasing

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to Statement of Financial Activities as incurred.

Pension costs

The company operates a defined contribution pension scheme. Contributions payable are charges to the Statement of Financial Activities in the period to which they relate.

Taxation

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

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Trade and other debtors, cash at bank and creditors are recognised at cost which is their fair value and fixed assets are valued at cost less depreciation.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Accrued income and tax recoverable is included at the best estimate of the amounts receivable at the balance sheet date.

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

Significant accounting estimates and judgements

The Charity makes estimates and assumptions concerning the future. The resulting estimates and assumptions will, by definition, seldom equal the related actual results. The Trustees do not consider there to be any estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

3. DONATIONS

Voluntary income received during the year as follows:

	2020 £	2019 £
Grants	97,573	133,723
Donations and gift aid	17,863	48,000
	<hr/>	<hr/>
	115,436	181,723
	<hr/>	<hr/>

4. OTHER TRADING ACTIVITIES

	2020 £	2019 £
Fundraising events	28,451	36,346
	<hr/>	<hr/>

5. INVESTMENTS

	2020 £	2019 £
Deposit account interest	1,418	1,109
Rental income	590	-
	<hr/>	<hr/>
	2,008	1,109
	<hr/>	<hr/>

6. CHARITABLE ACTIVITIES

	2020 £	2019 £
Commissioned income	188,200	216,528
Fees	16,675	16,057
Project activities	9,154	2,969
Trip income	-	4,645
	<hr/>	<hr/>
	214,029	240,199
	<hr/>	<hr/>

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

7. COST OF RAISING FUNDS

	2020 £	2019 £
Staff related expenditure	81,103	68,004
Other direct fundraising expenditure	10,770	11,086
Fundraising expenses	3,061	3,166
	<hr/>	<hr/>
	94,934	82,256
	<hr/>	<hr/>

8. COST OF CHARITABLE ACTIVITIES

	2020 £	2019 £
Staff related direct expenditure	131,325	158,440
Other direct expenditure	43,163	36,068
Support costs (see note 9)	180,525	180,620
	<hr/>	<hr/>
	355,013	375,128
	<hr/>	<hr/>

9. SUPPORT COSTS

	2020 £	2019 £
Staff costs	77,990	81,187
Assurance costs	5,413	5,460
Office costs	30,908	32,409
Payroll Fees	3,006	3,175
Finance costs	683	1,036
Insurance costs	5,638	6,797
Legal and professional costs	1,240	13,769
Marketing costs	100	-
Recruitment costs	835	912
Rent and rates	37,965	20,464
Training costs	3,865	2,053
Bad debt written off	-	534
Depreciation	12,882	12,824
	<hr/>	<hr/>
	180,525	180,620
	<hr/>	<hr/>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration, expenses or other benefits paid for the year ended 31 March 2020 or for the year ended 31 March 2019.

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

11. NET INCOME FOR THE YEAR

This is stated after charging (excluding VAT):

	2020 £	2019 £
Staff pension contributions	8,886	9,880
Depreciation	12,882	12,825
Independent Examinations fees	2,184	2,120
Operating leases rentals - land and buildings	27,500	27,500
	<hr/>	<hr/>

12. STAFF COSTS

	2020 £	2019 £
Wages and salaries	278,733	294,806
Social security costs	13,569	14,032
Other pension costs	8,886	9,880
	<hr/>	<hr/>
	301,188	318,718
	<hr/>	<hr/>

The average number of employees during the year, calculated on the basis of average head count, was as follows:

	2020	2019
Number of staff	55	62
	<hr/>	<hr/>

No employee received emoluments exceeding £60,000 during either of the above years.

The key management personnel of the Charity comprise the Trustees and key management team as listed on page 3. The total amount of employee benefits (including employer pension and employer national insurance contributions) received by the key management team for their services to the Charity was £92,126.75 (2019: £85,517).

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

13. TANGIBLE FIXED ASSETS

	Leasehold Improvements £	Furniture and Equipment £	Total
Cost			
At 1 April 2019	26,002	63,106	89,108
Additions	-	264	264
As at 31 March 2020	<u>26,002</u>	<u>63,370</u>	<u>89,372</u>
Depreciation			
At 1 April 2019	6,501	52,713	59,214
Charge for the year	6,501	6,381	12,882
As at 31 March 2020	<u>13,002</u>	<u>59,094</u>	<u>72,096</u>
Net book value			
As at 31 March 2020	<u>13,000</u>	<u>4,276</u>	<u>17,276</u>
As at 31 March 2019	<u>19,501</u>	<u>10,393</u>	<u>29,894</u>

14. DEBTORS

	2020 £	2019 £
Trade debtors	645	18,642
Other debtors	15,114	23,454
	<u>15,759</u>	<u>42,096</u>

15. CREDITORS – AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Trade creditors	466	10,199
Sundry creditors	2,543	3,146
Other taxes and social security	5,018	3,860
	<u>8,027</u>	<u>17,205</u>

16. PENSION COMMITMENTS

The company contributes to a defined contribution pension scheme for the benefit of employees. The amounts included in the accounts represent the contributions paid during the year, which were £8,886 (2019: £9,880). At the balance sheet date £Nil (2019: £Nil) were payable to the fund at the balance sheet date.

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

17. INFORMATION ON FUNDS

	1 April 2019	Income	Expenditure	Transfers between funds	31 March 2020
Unrestricted funds					
General Fund	225,927	78,424	(148,537)	(264)	155,550
General Fund – Fixed Assets	29,894	-	(12,882)	264	17,276
Designated – Saturday Club fund	22,054	-	(1,164)	-	20,890
Designated – fixed asset fund	10,000	-	-	-	10,000
	<u>287,875</u>	<u>78,424</u>	<u>(162,583)</u>	<u>-</u>	<u>203,716</u>
Restricted funds					
Adult Friendship Scheme	10,796	21,500	(21,567)	-	10,729
Action for Children	7,219	188,200	(186,341)	-	9,078
General restricted fund	859	42,300	(40,770)	-	2,389
Tocher House Repairs	2,277	-	(2,277)	-	-
Children and young people projects	12,160	29,500	(36,409)	-	5,251
	<u>33,311</u>	<u>281,500</u>	<u>287,364</u>	<u>-</u>	<u>27,447</u>
Total Funds	<u>321,186</u>	<u>359,924</u>	<u>449,947</u>	<u>-</u>	<u>231,163</u>

Accuro would like to draw special attention to the following restricted fund donors:

Adult Friendship Scheme

This scheme provides support to adults with a disability in the Harlow and Uttlesford areas. During the financial year funds were also received from various donors to help meet AFS's project costs

Action for Children

Accuro has been contracted by Action for Children, to deliver Shortbreak Services on behalf of Essex County Council. As a result, funding has been received during the 2019-20 financial year to run the following charitable activities:

- **Cool Connections**
Meeting in Harlow, this youth group provides for 11-19 year olds on the autistic spectrum. The group undertakes a wide range of leisure and social opportunities in a supported and safe environment
- **Holiday Scheme**
This scheme provides a range of activities and outings, during the school holidays, for 8-19 year olds with a disability
- **Loughton Youth Group**
Meeting in the Loughton area, this project provides a youth group for 11-19 years olds with a disability and offers a range of social and leisure activities
- **Saturday Play Club Scheme**
Working across two sites in Saffron Walden this scheme provides a range of physical and sensory activities to 8-19 year olds

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

- U19's Scheme
This scheme welcomes 11-19 year olds with disabilities in the Uttlesford and Harlow areas and provides social and leisure activities in supported and safe environments

During each activity genuine respite is provided to parents, carers and siblings.

General Restricted Funds

Funding received to cover core costs.

Tocher House Repairs

Funding received from various sources for the leasehold improvements and general repair work to the building.

Children and Young Peoples Projects

Funding received from Children in Need and other sources to support project costs for Accuro's Children and Young People's projects.

Prior Year

	1 April 2018	Income	Expenditure	Transfers between funds	31 March 2019
Unrestricted funds					
General Fund	240,093	137,871	(160,557)	8,520	225,927
General Fund – Fixed Assets	12,160	-	(12,825)	30,559	29,894
Designated – Saturday Club fund	25,000	2,080	(509)	(4,517)	22,054
Designated – fixed asset fund	10,000	-	-	-	10,000
	<u>287,253</u>	<u>139,951</u>	<u>(173,891)</u>	<u>34,562</u>	<u>287,875</u>
Restricted funds					
Adult Friendship Scheme	1,000	48,798	(38,002)	(1,000)	10,796
Action for Children	-	216,528	(209,309)	-	7,219
General restricted fund	20,835	2,500	(14,916)	(7,560)	859
Tocher House Repairs	-	30,500	(2,221)	(26,002)	2,277
Children and young people projects	10,105	21,100	(19,045)	-	12,160
	<u>31,940</u>	<u>319,426</u>	<u>(283,493)</u>	<u>(34,562)</u>	<u>33,311</u>
Total Funds	<u>319,193</u>	<u>459,377</u>	<u>(457,384)</u>	<u>-</u>	<u>321,186</u>

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2020 £
Tangible assets	17,276	-	17,276
Current assets	194,468	27,447	221,915
Current liabilities	(8,028)	-	(8,028)
	<hr/>	<hr/>	<hr/>
	203,716	27,447	231,163
	<hr/>	<hr/>	<hr/>
Prior Year			
	Unrestricted Funds £	Restricted Funds £	Total 2019 £
Tangible assets	29,894	-	29,894
Current assets	275,186	33,311	308,497
Current liabilities	(17,205)	-	(17,205)
	<hr/>	<hr/>	<hr/>
	287,875	33,311	321,186
	<hr/>	<hr/>	<hr/>

19. OTHER FINANCIAL COMMITMENTS

At 31 March 2020, the charity had annual commitments under not cancellable operating leases (excluding VAT) as follows:

	2020		2019	
	Land and Buildings £	Others £	Land buildings £	Other £
Leases expiring:				
Within one year	27,500	-	27,500	-
Within two and five years	55,000	-	82,500	-

20. CONTROLLING PARTY

The charity is controlled by its Trustees.

21. RELATED PARTY TRANSACTIONS

There are no related party relationships and transactions to be disclosed in the financial statements.

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

22. COMPANY LIMITED BY GUARANTEE

All eight members (who are the Trustees of the charity) promise, if the Charity is dissolved while they are members, or within twelve months after they cease to be a member, to contribute such sum (not exceeding £1) as may be demanded of them, towards the payment of the debts and liabilities of the Charity incurred before they cease to be a member, and of the costs, charges and expenses of winding up.

23. PRIOR YEAR STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Funds £	Restricted Income Funds £	Total Funds 2019 £
Income from:			
Donations	98,359	83,364	181,723
Charitable activities	16,057	224,142	240,199
Investments	1,109	-	1,109
Other trading activities	24,426	11,920	36,346
Total income	139,951	319,426	459,377
Expenditure:			
Cost of raising funds	82,256	-	82,256
Charitable activities	91,635	283,493	375,128
Total expenditure	173,891	283,493	457,384
Net income/(expenditure)	(33,940)	35,933	1,993
Transfers between funds	34,562	(34,562)	-
Net movement in funds	622	1,371	1,993
Total funds brought forward	287,253	31,940	319,193
Total funds carried forward	287,875	33,311	321,186



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