

Company registration number (England and Wales): 08794342

Charity registration number (England and Wales): 1156511

# The Chellington Centre

(Incorporated as a Company Limited by Guarantee  
and not having a Share Capital)

**FINANCIAL STATEMENTS AND ANNUAL REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2019**



 **the  
Chellington  
Centre**

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## Reference and Administrative Details of The Charity, Its Trustees and Advisers

<b>Company number</b>	08794342 (England and Wales)
<b>Charity number</b>	1156511 (England and Wales)
<b>Board of trustees (Directors) (shown in order at Companies House)</b>	CATCHPOLE, Claire GILBERT, Sally Elizabeth HAZELL, Martin Graeme (Treasurer) LESITER, Rachel Mary MILROY, David Paterson SWIDENBANK, Gareth Owen (Chair) TUSTING, James Charles (appointed 1 May 2019) TUSTING, John Robert HERALD, Peter Joseph (retired 1 May 2019) WILSON, Amanda Elizabeth (resigned 2 December 2019)
<b>Company secretary</b>	WILSON, Amanda Elizabeth (resigned 2 December 2019)
<b>Independent examiner</b>	Gavin Williams Premier FD Limited 87, The Parklands, Dunstable LU5 4GW
<b>Bankers</b>	Barclays Bank Plc 8 Market Street Wellingborough Northamptonshire NN8 1AP  Cambridge & Counties Bank Charnwood Court New Walk Leicester LE1 6TE
<b>Registered address</b>	The Chellington Centre Felmersham Road Carlton Bedford MK43 7NA
<b>Website</b>	<a href="http://www.chellington.org">http://www.chellington.org</a>

## INTRODUCTION

The Chellington Centre is an award winning, eco-friendly youth residential retreat, providing a base for exclusive-use learning, recreation and self-development in a rural environment. It is a place of expedition, contemplation, inspiration and invigoration, particularly but not exclusively for young people, providing many opportunities to build self-confidence and to reflect and celebrate life in a beautiful, rural setting. A place of transformation.

The Chellington Centre is flourishing. In recent years, the Centre has enjoyed significant growth in occupancy levels, with over 5,000 overnight or day visitors for the second year running.

### 2019 KEY HIGHLIGHTS

#### 98 BOOKINGS

A record number of bookings in a single year

#### 96 NIGHTS

The highest youth occupancy to date

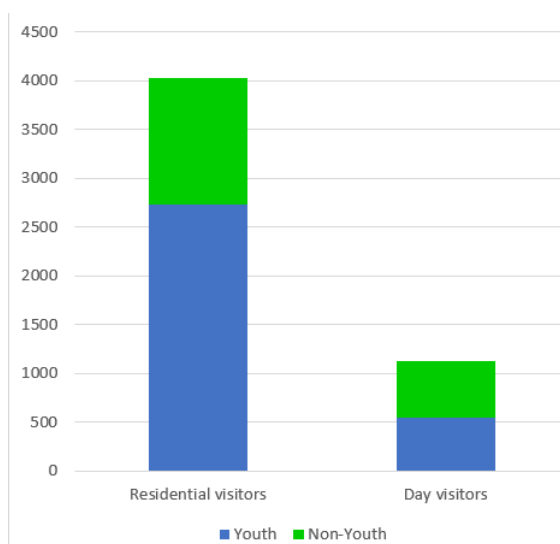
#### BUILDING PROJECT

Green light for planning permission to build our new onsite camping and administrative centre

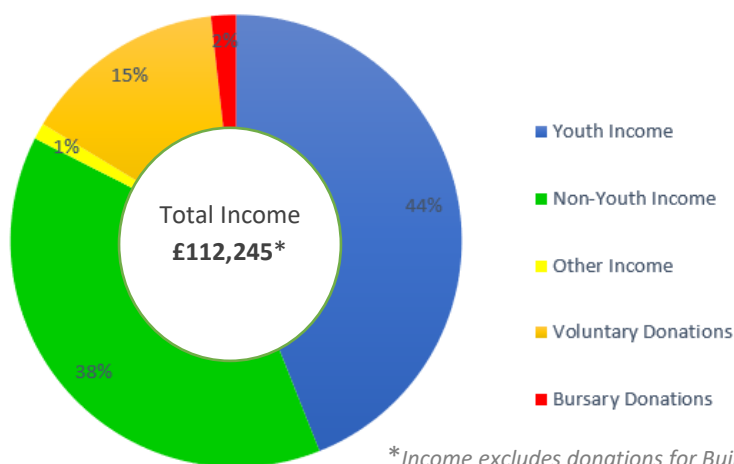
#### BURSARY FUND

634 young people experienced Chellington as a result of our Bursary Fund

Total number of overnight and day visitors exceeded 5,000 for the second year running



Highest youth income to date £48,465  
(£40,941 in 2018)



As the primary focus of the Charity is on young people, we are particularly delighted to report that in 2019, we welcomed more youth groups than ever before.



## STRUCTURE

The Chellington Centre charity was set up with the singular purpose of supporting and developing the work at the Chellington Centre.

The Charity was established as a registered charity on 2 April 2014 as the Chellington Centre, having been set up and incorporated as a company on 28 November 2013.

## MISSION

*Our mission is to provide an inspirational and rural setting for young people to develop their personal potential.*

## CHARITY'S OBJECTS

"The Provision, maintenance, organisation and management of The Chellington Centre to:

1. Advance education, particularly of the young;
2. Develop the physical, mental and spiritual capacities of those in need by reason of youth, age, ill health, disability, financial hardship or another disadvantage.

In furtherance of the Objects but not for any other purpose the Charity may establish a bursary fund from which to provide bursaries to make the facilities of the Charity as accessible as possible to as wide a range of groups as possible."

## STRATEGIC UPDATE

- Increase youth occupancy
- Develop strategic partnerships with youth charities
- Support disadvantaged groups through the Bursary Fund
- Seek additional funding for the Bursary Fund
- Focus resources to achieve objectives
- Increase capacity and create an onsite administration space
- Support young people in the local community



## INCREASE YOUTH OCCUPANCY

Targeted marketing and development plans were created for the three key youth sectors to increase youth occupancy. The marketing budget was increased for 2019 to reflect the greater investment in generating youth bookings.

We have already started to see the fruits of this investment. This year, we have enjoyed growth in all three of our key youth sectors, with numerous new groups introduced to the Centre for the first time as a direct result of these marketing activities.

### SCHOOLS AND COLLEGES

We are particularly pleased to report an increase in residential bookings from schools and colleges.

School highlights:

- Over 700 pupils enjoying residentials or day visits
- Turvey Primary - experiencing the first mini-map makers session <https://minimapmakers.co.uk/> - we are hoping that this will be a popular choice with schools;
- St Matthews Primary in Luton had 120 children visit the Centre over 4 days;
- Stanwick Primary School brought 60 children for the day;
- Cedar Road Primary with 48 children camping overnight and enjoying Bootcamp, Forest School and Teaching Talons.

### RELIGIOUS YOUTH GROUPS

A very strong performance with 19 residential bookings by religious youth groups in 2019 made up of a combination of local groups and those from further afield.

*"Our annual trip to Chellington is always the highlight of our year at Youth Group. We do have some children from disadvantaged families who do not go away on holiday - so they love the time away from home. For many others, they just love the time as a group at Chellington. Many love the sense of community that we can experience there - and the freedom to appreciate the beauty and peace of the Chellington countryside."*

*Lidlington Church Youth Group*

### YOUTH CHARITIES

Once again, we have seen an increase in volume from charities working with young people with 16 residentials and 7 day-time programmes including 5 youth charities who returned to the Centre more than once in the year.

We were delighted to work with the following charities for the first time:

- **Cambridge Woodcraft Folk** - a progressive educational movement that aims to develop self-confidence, social awareness and empowerment in children and young people
- **Pan Bedfordshire Unaccompanied Asylum Seeker Forum (UASC)** - including a workshop for young asylum seekers led by Bedford Open Door, a charity delivering counselling to young people.
- **UpRising** - a national youth leadership development organisation, recognised at Government-level as a pioneering charity championing the critical issues surrounding diversity, social mobility and equality.
- **Our Voice** - bringing together young people from across the Sharnbrook Deanery to have time to explore nature, peace and inspiration

Increasing youth occupancy will continue to be a primary strategic focus for the Charity in 2020.

## DEVELOP STRATEGIC PARTNERSHIPS WITH YOUTH CHARITIES



Our Business Development Manager, Claire Merrick, has been exploring opportunities to work more closely with youth charities and other not-for-profit organisations to deliver life changing experiences at Chellington.

Below are examples of three initiatives that have developed into residential or day retreats at the Chellington Centre.

**WATATO CHOIR** stayed at Chellington during their previous UK tours. We invited them to deliver an organised community concert in February 2019 and supported them, providing accommodation, bed linen and food. The concert raised £500 for the Watoto charity. The choir returned in June for a 2-day residential at the end of their UK tour, financed by their own fundraising endeavours.

**BEDFORDSHIRE UASC FORUM** initially used Chellington for the Pan Bedfordshire Unaccompanied Asylum Seeker Forum (UASC) in April 2019. This included a round table discussion in the main hall for the Forum partners and a workshop for young asylum seekers in the Ibbett Room, led by Bedford Open Door, a charity delivering counselling to young people. The young people at the workshop were invited to feed into the forum discussions to inform perspectives and decisions.

We subsequently allocated funding for a 3-day retreat for 12 young people to experience Chellington. This included 3 therapeutic workshops focused on trauma related coping strategies, free time for outdoor sporting activities, a guided walk and a drums workshop. Again, at the end of the retreat, the young people were encouraged to give feedback to help shape future retreats/initiatives.

**THE ADVOCACY ACADEMY** stayed at the Centre on numerous occasions over the last 4 years, delivering their Leadership Programme using the residential at Chellington as the focal point for their training. They have since developed stronger London roots making it harder for them to justify the expense of an out-of-town residential, given limited funding. Recognising the positive impact of the programme at Chellington, we committed to funding their residential stay in October, which resulted in them being able to justify piloting a new "Train the trainer" residential at Chellington in April, funded by the Academy.

*The total cost of these three initiatives is £2,936. This commitment has been made possible by allocating part of our generous grant from the Carlton Educational Trust to this purpose.*

## SUPPORT DISADVANTAGED GROUPS THROUGH THE BURSARY FUND



*"The Chellington Bursary makes this trip possible! Many of our children come from hugely disadvantaged homes and going away overnight is some-thing they can only dream of!*

*Chellington allows children to forge new friendships, try new things, talk about things they wouldn't normally talk about at school. All these things help the children to develop their self-confidence and encourages them to experience different things.*

*Many of our children do not leave Queens Park so experiencing being in the countryside is often a new concept!"*

*Queens Park Primary, Bedford*

## SEEKING ADDITIONAL FUNDING FOR BURSARY AND SPONSORSHIP FUNDS

In a climate where local authority budgets have been slashed and charity funding squeezed, the Chellington Centre trustees are determined that the Centre should remain accessible to all, regardless of means.

The charity continues to seek funds to build up the Chellington Centre Bursary Fund in order to offer financial support to organisations that run life changing residential experiences at Chellington for disadvantaged young people.

Raising donations for this fund remains a strategic priority for the trustees, both to attract new, relevant youth organisations and to continue to meet our Charitable Objects in supporting disadvantaged youth groups.

**600+**

Over 600 young people were able to experience Chellington in 2019 as a result of financial assistance through our Bursary Fund.

**9**

During the year, we granted 9 Bursaries to qualifying youth groups to a value of £3,530.

*Paul Whiteman, the general secretary of the school leaders' union NAHT, described the benefits of residential experiences and outdoor education as "indisputable" and said it was "distressing to learn that they are not available to all students".*

*Analysis by the education think-tank LKMco showed pupils in deprived areas face a double disadvantage: they attend schools that are less likely to organise residential trips in the first place, and struggle to afford the few outings on offer.*



## FOCUS RESOURCES TO ACHIEVE OBJECTIVES

The appointment of a new Assistant Centre Manager at the start of 2019 has been a great success, supporting day-to-day operations and making it easier for the team to focus on delivering our strategic objectives.

At the end of this year, we commenced a review of roles and responsibilities for all staff and trustees. This will continue into the first quarter of 2020.



**Scott Holden**  
Centre Manager



**Claire Merrick**  
Business Development  
Manager



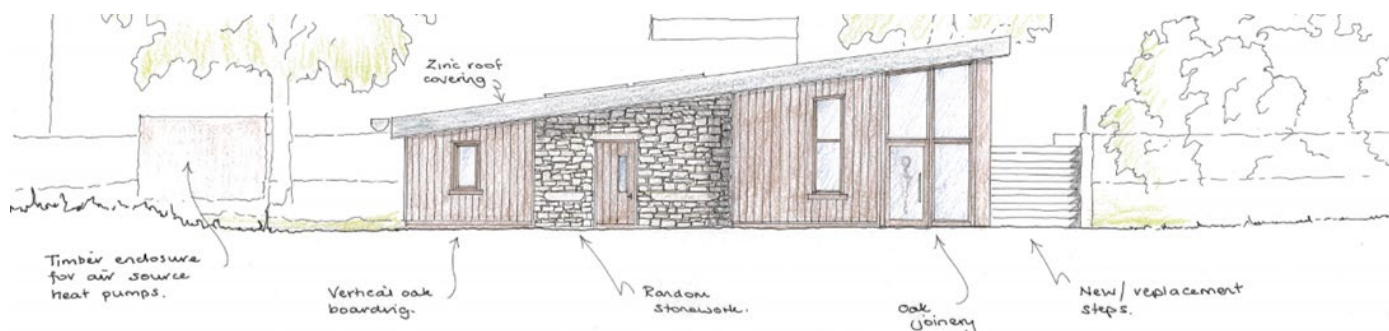
**Rhonda O'Connor**  
Assistant  
Centre Manager

## INCREASE CAPACITY AND CREATING AN ONSITE SUPPORT CENTRE

Phase 2 of our plan to increase capacity continues. The project entails developing the area outside the Centre to create a camping area for exclusive-use camping youth groups, optimising/reorganising the existing car park. It also involves the building of a self-contained support centre for staff and volunteers, incorporating a small shower and toilet block to be made available to campers.

This is a key part of our development plan and will allow staff and volunteers to work on-site, rather than off site as they do at present. It will also allow the Centre to offer camping to complement the indoor accommodation, raising the total capacity to make it an attractive option for larger youth groups. The new building will also give our volunteers from the local community, such as the Green Genies, a base from which to work. Inevitably, this will make it easier to encourage more local volunteering initiatives in the future.

**In June 2019, after a 2½ year marathon effort and dedication, we succeeded in securing planning permission on this Grade I listed site. This enables us to work towards the next critical stage of our vision for the future.**



Significant changes to our design specifications as requested by Heritage England have resulted in a building much more in keeping with the original church, the award winning 2005 extension and the local vernacular. This inevitably has additional cost implications.

We have commenced a capital fundraising programme to enable us to complete this project.

### PROJECT-TO-DATE FINANCIALS

Total project estimated cost	£250,000
Original EWH Benefaction in 2016	£100,000
Interest earned on deposits to date	£3,491
Professional Fees to achieve design and planning permission	-£10,503
Donation from Leathersellers' Company	£20,000
Available funds to commence next stage	£112,988

## CAMPING EQUIPMENT

To accommodate camping for youth groups with no equipment or resources of their own, we identified an opportunity to invest in our own tents, sleeping mats and sleeping bags.

We were fortunate to receive two generous donations which together with Gift Aid contributed £3,063 towards the costs of Camping Equipment. This allowed us to purchase 13 tents, 55 camper mats and 2 portable fire hydrant stations with safety lighting, opening a new revenue stream that is already proving popular.

*We were delighted to welcome our first group - Cedar Road Primary School, a large primary school in Northamptonshire, who brought 48 pupils (their entire year 4) for an overnight stay with activities. The group utilised our newly purchased camping equipment as well as engaging in forest skills, boot camp, teaching talons and outdoor games.*

*In the absence of the new camping and administration building, we offered the use of the Centre washroom facilities. Large summer youth camps, like this group, are the type of booking we will be able to accommodate readily with the completion of the new building.*



## SUPPORT YOUNG PEOPLE IN THE LOCAL COMMUNITY

**Introduction of youth apprentice in September 2019** - In partnership with Bedford College, we have set up our first apprenticeship programme as a 2-year qualification.

**Continuing to offer work experience opportunities** - working closely with Sharnbrook Academy, for several pupils at the Centre

**Participation of Green Genies twice a month** – a local-group with special needs work with us helping to maintain the Centre and grounds.



*Green Genies decorating the Chellington Christmas tree 2019*

## KEY PRIORITIES FOR 2020

### 1. Continue building the youth occupancy

We will continue to focus on all three youth sectors, with a particular emphasis on mid-week bookings from schools and youth charities.

### 2. Raise awareness and funds for the Chellington Bursary Fund

We will explore different avenues to ensure this crucial aspect of our work continues.

### 3. Secure capital funding for the new building

This will be a major focus for the first half of the year. Our intention is to have full funding in place before commencing the building work in the winter months.

### 4. Achieve operational sustainability

Maximising revenue from high yielding bookings such as weddings, large family get-togethers and other commercial enterprises.

### 5. Achieve GOLD green tourism award

Having received the silver award in recognition for our green credentials in 2018, we are now working towards gold status. Among many other things, this involves the creation of a visitors' charter to encourage groups to embrace our commitment to green tourism.

Approved and authorised for issue by the Board of Trustees on 14 February 2020 and signed on their behalf by:



R Lesiter - Director

## TREASURER'S REPORT

From a financial viewpoint 2019 has been a year of transition reflecting a difficult economic environment off-set by a clear strategic focus on Youth and School bookings and development opportunities for youth in the wider local area.

In total we received income from all sources of £130,226 (2018: £104,091) and expended a total of £119,337 (2018: £105,979) on charitable activities. This resulted in increased reserves of £10,889 (2018: reduced reserves of £1,888). These headline figures are broken down below.

### Trading (unrestricted) account

Total income was £103,965 (2018: £100,414), with an operating loss of £3,807 (2018: gain of £3,074).

### Youth bookings

Total income from Youth bookings was £48,465 (2018: £40,941) an increase that was split fairly evenly between increased occupancy and increased take-up of 'Extras' (mainly Bed Linen Hire and Catering) reflecting a higher usage by Schools rather than independent youth groups.

Net contribution after Direct costs of 'Activities' and 'Extras' was £43,629 (2018: £36,055).

### Non-Youth bookings

Total income from Non-Youth bookings was £42,455 (2018: £45,290) which included income from two summer wedding weekends and Unilever using the Centre for off-site Strategy Days during our quiet autumn mid-week periods.

Net contribution after Direct costs was £40,931 (2018: 42,312).

### Other (voluntary) income

Yet again we are very grateful to the Carlton Educational Charity (CET) for their grants which make up the bulk of our other income of £13,045 (2018: £14,183). This income has enabled us to continue to support local Youth projects, including support for the Watoto Youth Choir, Advocacy Academy and Bedfordshire UASC Retreat & Forum; plus providing work experience opportunities in conjunction with Sharnbrook Academy and taking on an Apprentice in conjunction with Bedford College.

### Operating Expenses

In 2019 we saw significant increases in the costs of Repairs and Renewals to £15,124 (2018: £9,551) mainly toilet and kitchen drains fixes and other age-related replacements. Other Operating Expenses remain tightly under control.

### Capital (restricted) accounts

In 2019 we obtained restricted donations and interest payments totalling £26,261 (2018: £3,667), Project costs amounted to £11,565 (2018: £8,639). The overall increase in available restricted funds was £14,696 (2018: reduction of £4,962).

### New Building Fund

Following the granting of planning permission for the New Building in June 2019 we have commenced active fundraising to enable us to complete this project and have so far secured additional funds of £20,000 from The Leathersellers' Company, bringing the fund, after project costs and interest income, to £112,460 (2018: £96,211).

### Camping Equipment

During the year we received donations, including Gift Aid, of £3,063 towards the costs of Camping Equipment.



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## Bursary Fund

During the year we received donations, of £1,976 (2018: £1,964) to the Bursary Fund and were able to grant nine Bursaries to qualifying Youth Groups to a value of £3,529 (2018: nine awards to value of £2,839). At 31 December 2019 the fund stands at £2,758 (2018: £4,311) and we have committed four further Bursaries for 2020 to a total value of £1,686.

## Balance Sheet

## Customer Deposits

Our focussed marketing efforts are beginning to show real benefits with deposits received for 2020 bookings standing at £21,530 (2018: £17,794 for 2019 bookings).

## Free Cash

At the end of 2019 our available unrestricted cash reserves amount to £12,826 (2018: £21,404). Given that bookings income in the first half of 2020 will not fully cover projected operating expenses this figure is likely to decline further. A promised unrestricted grant of £10,000 from CET<sup>1</sup> will ensure that we are able to meet all our obligations and remain within our reserves policy.

## Retained Funds

Our total Equity is £134,982 (2018: £124,093) as follows:

- Community Funds: £15,764 (2018: £21,572);
- Designated Fund for essential replacement of Fire and Security Systems £4,000 (£2018: £2,000);
- Bursary Fund £2,758 (2018: £4,311);
- New Building Fund £112,460 (2018: £96,211).

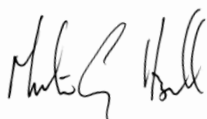
## 2020 Outlook

Early indications are that 2020 will be a positive year with sixty bookings already secured with a value of £60,693 (2018: £47,960), and new enquiries clearly showing the success of focussed marketing efforts started in 2019.

Fundraising for the New Building is well under way and we are examining further opportunities for funding projects that fully support our charitable objects.

Continuing careful and tight management of operating expenses will be essential at least until mid-year.

Approved and authorised for issue by the Board of Trustees on 14 February 2020 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'M Hazell'.

M Hazell, ACMA CGMA, FRSA, MIOB, MBA, MA (Cantab) - Treasurer

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<sup>1</sup> Unrestricted grant funding of £10,000 received from CET in January 2020.

## GOVERNANCE REPORT

### Structure

The Chellington Centre charity was set up with the singular purpose of supporting and developing the work at the Chellington Centre.

The Charity was established as a registered charity on 2 April 2014 as the Chellington Centre, having been set up and incorporated as a company on 28 November 2013.

The governing document is the Memorandum and Articles of Association dated 21 November 2013, which were adopted by special resolution on the 13 March 2014.

In accordance with the Articles of Association, at least half the number of appointed directors reside within a 15-mile radius of the Chellington Centre.

### Mission

Our mission is to provide an inspirational and rural setting for young people to develop their personal potential.

### Charity's objects

The Provision, maintenance, organisation and management of The Chellington Centre to:

- 1) Advance education, particularly of the young;
- 2) Develop the physical, mental and spiritual capacities of those in need by reason of youth, age, ill health, disability, financial hardship or another disadvantage.

### Bursary fund

In furtherance of the Objects but not for any other purpose the Charity may establish a bursary fund from which to provide bursaries to make the facilities of the Charity as accessible as possible to as wide a range of groups as possible.

### Charity Governance Code for smaller charities

The Charity's Trustees have adopted the Charity Governance Code for smaller charities:

**1. Organisational purpose** - The board is clear about the charity's aims and ensure that these are being delivered effectively and sustainably.

**2. Leadership** - The board provides strategic leadership in line with the charity's aims and values. Full trustee meetings are held quarterly to review financial results, policies and procedures and any issues of governance. In addition, the board holds a monthly strategic review to monitor progress on strategic actions and to ensure appropriate action is taken. A separate buildings committee, under the chairmanship of a Trustee, meets as required to review progress and actions regarding the New Building project, and the maintenance and physical security of the Chellington Centre buildings.

**3. Integrity** - The board acts with integrity, adopting values and creating a culture which help achieve the organisation's charitable purposes. The board is aware of the importance of the public's confidence and trust in charities, and trustees undertake their duties accordingly.

**4. Decision-making, risk and control** - The board makes sure that its decision-making processes are informed, rigorous and timely and that effective delegation, control and risk assessment and management systems are set up and monitored.

The Trustees have assessed the risks that the charity faces. The major financial risk is a reduction in occupation of the Centre. This risk is controlled by close monitoring of advance bookings and adjustment of budgeted spend for flexible costs, when required.

The Trustees have determined that it is appropriate that unrestricted cash reserves should be maintained to cover approximately three months of fixed operating expenditure.

**5. Board effectiveness** - The board works as an effective team, using the appropriate balance of skills, experience, backgrounds and knowledge to make informed decisions.

**6. Diversity** - The board's approach to diversity supports its effectiveness, leadership and decision-making.

**7. Openness and accountability** - The board leads the organisation in being transparent and accountable.

#### Trustees' responsibilities to prepare financial statements

Charity law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the affairs of the charity and of the deficit or surplus of the charity for that YEAR. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the ongoing concern basis unless it is inappropriate to presume that the charity 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 charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. 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.

The company has taken advantage of small company exemptions, being a small company, not to include a Strategic Report, however the content in the Trustees Report constitutes similar content to a Strategic Report as described in SORP Information Sheet 5, published by the Charity Commission.

#### Independent Examiner

A proposal to reappoint Gavin Williams of Premier FD Limited as the Independent Examiner will be proposed at our forthcoming AGM and they have expressed a willingness to accept.

#### Approval

Approved and authorised for issue by the Board of Trustees on 14 February 2020 and signed on their behalf by:



G Swidenbank – Chair

## INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF THE CHELLINGTON CENTRE

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2019 as set out on pages 17 to 24.

### Responsibilities and basis of report

As the charity's trustees of the company (and 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 report

I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the bodies listed in section 145 of the 2011 Act.

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 accounting 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.

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.



Gavin Williams FCA DChA BSc  
Premier FD Limited  
87, The Parklands, Dunstable LU5 4GW  
[www.premier-fd.com](http://www.premier-fd.com)

14 February 2020



## INCOME AND EXPENDITURE ACCOUNT

	Notes	Unrestricted /Designated £	Restricted £	2019 £	2018 £
<b>Incoming resources from charitable activities:</b>					
Voluntary income		13,045	26,261	<b>39,306</b>	17,860
Bookings income		90,920	0	<b>90,920</b>	86,231
<b>Total incoming resources</b>	<b>2</b>	<u>103,965</u>	<u>26,261</u>	<u><b>130,226</b></u>	<u>104,091</u>
<b>Resources expended</b>					
Charitable activities		107,772	11,565	<b>119,337</b>	105,979
<b>Total resources expended</b>	<b>3 &amp; 4</b>	<u>107,772</u>	<u>11,565</u>	<u><b>119,337</b></u>	<u>105,979</u>
Transfers		-	-	-	-
<b>Net Movement in funds</b>		<b>-3,807</b>	14,696	<b>10,889</b>	<b>-1,888</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		23,571	100,522	<b>124,093</b>	125,981
<b>Total funds carried forward</b>		<u>19,764</u>	<u>115,218</u>	<u><b>134,982</b></u>	<u>124,093</u>

All income and expenditures are derived from continuing activities.

All recognised gains and losses are included in the Statement of Financial Activities.

The notes on pages 19 to 24 form part of these financial statements

## BALANCE SHEET

	Notes	2019	2018
		£	£
<b>Fixed assets</b>			
Tangible fixed assets	7	1,920	2,690
<b>Current assets</b>			
Cash in hand and in bank		158,323	149,842
Prepaid fire & security policy		1,018	478
Accounts receivable		-	-
		<u>159,341</u>	<u>150,320</u>
<b>Creditors: amounts falling due within one year</b>	8	<u>-26,279</u>	<u>-28,917</u>
<b>Net current assets</b>		<u>133,062</u>	<u>121,403</u>
<b>Net assets</b>		<u>134,982</u>	<u>124,093</u>
<b>Funds</b>			
Unrestricted fund		15,764	21,571
Designated fund		4,000	2,000
Restricted funds		<u>115,218</u>	<u>100,522</u>
<b>Total funds</b>		<u>134,982</u>	<u>124,093</u>

The notes on pages 19 to 24 form part of these financial statements.

For the financial year ended 31 December 2019 the charity was entitled to exemption from audit under section 477 Companies Act 2006. No member of the charity has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its profit or loss for the 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 accounts, so far as applicable to the charity.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime within Part 15 of the Companies Act 2006.

Approved by the Board and authorised for issue on 14 February 2020:

G Swidenbank – Chair

M Hazell - Treasurer

Registered company number: 08794342 (England and Wales)

## NOTES TO THE FINANCIAL STATEMENTS

### 1. Accounting policies

#### 1.1. Accounting convention

The financial statements are prepared in accordance with the Statement of Recommended Practice: Accounting and reporting by charities (SORP 2019 – FRS 102 version), applicable accounting standards and the Companies Act 2006. The charity has taken advantage of the Small Entity provisions of FRS 102. The financial statements are presented in Sterling (£).

#### Statement on going concern

After reviewing the charity's forecasts and projections, the directors have reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

#### 1.2. Company status

The charity is a company limited by guarantee. The directors of the company are the trustees named on page 3. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

#### 1.3. Incoming resources

Incoming resources represents the total income receivable during the year comprising of donated income, income from events and bookings. All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable certainty.

#### 1.4. Expenditure

All expenditure is included on an accruals basis and is inclusive of all VAT, which cannot be reclaimed, and is reported as part of the expenditure to which it relates:

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the Independent Examiner's fees and costs linked to the strategic management of the charity.
- All costs are allocated directly, as such there are no support costs to apportion.

#### 1.5. Funds

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objects of the charity and which have not been designated for other purposes.

Designated funds are set aside by the Trustees for specific purposes. The aim and use of the designated funds are set out in the notes of the financial statements.

Restricted funds are funds, which are to be used in accordance with specific restrictions imposed by the donor. The aim and use of the restricted funds are set out in the notes of the financial statements.

## 1.6. Tangible fixed assets and depreciation

Capital expenditure on items costing £1,000 or higher are recorded as tangible fixed assets. Tangible fixed assets are stated at cost valuation less depreciation.

Depreciation is provided on a straight-line basis at rates calculated to write off the cost or valuation less estimated residual of each asset over its expected useful life. Kitchen equipment is depreciated over a three-year useful life; Media equipment is depreciated over a five-year useful life; Camping equipment and Games equipment valued at less than £5,000 is fully depreciated in the year of acquisition.

Expenses towards obtaining planning permission for the new building have not been capitalised.

## 1.7. Pensions

The Charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the Charity pays fixed contributions into a separate entity. Once the contributions have been paid the Charity has no further payment obligations.

The contributions are recognised as an expense in the Income and Expenditure Account when they fall due. Amounts not paid are shown in accruals as a liability in the Balance Sheet. The assets of the plan are held separately from the Company in independently administered funds.

## 1.8. Taxation

The Chellington Centre is a registered charity and is not liable to Corporation Tax.

## 2. Incoming resources from charitable activities

	Unrestricted /Designated 2019	Restricted 2019	Total 2019	Total 2018
	£	£	£	£
<b>Incoming resources from charitable activities:</b>				
<b>Voluntary Income</b>				
Donation – Carlton Education Trust	13,000	-	<b>13,000</b>	13,000
Donation – New Building	-	20,000	<b>20,000</b>	-
Donations - Bursary Fund	-	1,964	<b>1,964</b>	2,373
Donations - Camping equipment	-	3,063	<b>3,063</b>	-
Income from fund raising events	-	-	-	183
Sundry receipt (Anglian Water)	-	-	-	1,000
Other income (bank interest)	45	1,234	<b>1,279</b>	1,304
	<u>13,045</u>	<u>26,261</u>	<u><b>39,306</b></u>	<u>17,860</u>
<b>Bookings income</b>				
Youth bookings	48,465	-	<b>48,465</b>	40,941
Non-youth bookings	42,455	-	<b>42,455</b>	45,290
	<u>90,920</u>	<u>-</u>	<u><b>90,920</b></u>	<u>86,231</u>
<b>Total incoming resources</b>	<u>103,965</u>	<u>26,261</u>	<u><b>130,226</b></u>	<u>104,091</u>

Donations include associated Gift Aid of £313, (2018, £nil) received from HMRC during the year  
Income from fund raising events is shown net of any associated direct costs.



### 3. Charitable activities (including Governance costs)

	Unrestricted /Designated 2019 £	Restricted 2019 £	Total 2019 £	Total 2018 £
<b>Charitable activities</b>				
Direct costs of bookings	6,361	-	<b>6,361</b>	7,864
Bursaries	1,008	3,529	<b>4,537</b>	2,839
Staff costs	64,037	-	<b>64,037</b>	58,701
Legal & professional fees	4,394	-	<b>4,394</b>	4,435
Advertising & marketing	3,724	-	<b>3,724</b>	2,257
Repairs & renewals	15,124	-	<b>15,124</b>	9,551
Rent, Rates and Utilities	9,680	-	<b>9,680</b>	9,953
Office & general costs	3,431	-	<b>3,431</b>	4,839
New building project	-	4,973	<b>4,973</b>	3,375
Camping equipment	13	3,063	<b>3,076</b>	-
EWB Refurbishment	-	-	-	456
Lighting Replacement	-	-	-	1,349
Table Football and Games Packs	-	-	-	360
<b>Total cost of charitable activities</b>	<b>107,772</b>	<b>11,565</b>	<b>119,337</b>	<b>105,979</b>

### 4. Governance costs

	2019 £	2018 £
Independent examiner's remuneration (included in Note 3)	<b>900</b>	1,200
Trustees' expenses	-	-
	<b>900</b>	<b>1,200</b>

### 5. Trustees remuneration

The trustees received no remuneration (2018: £nil) and received no reimbursements (2018: £nil).

## 6. Staff remuneration and numbers

	2019 £	2018 £
<b>Remuneration</b>		
Wages and salaries	61,142	55,261
Accrued holiday pay	-187	547
Social Security costs	1,931	2,040
Pension costs	1,151	853
	<u>64,037</u>	<u>58,701</u>
<b>The average number of full and part-time employees during the year were as follows:</b>	<b>2019</b>	<b>2018</b>
Full time – Centre Manager	1.0	1.0
Part time – Business Development Manager	0.7	0.7
Part time – Assistant Manager	0.4	0.1
Part time – Apprentice	0.1	-
Part time – Finance Assistant	-	0.1
	<u>2.2</u>	<u>2.0</u>

No employees received emoluments of more than £60,000 per annum.

## 7. Tangible fixed assets

	Camping Equipment £	Media Equipment £	Games Equipment £	Kitchen Equipment £	Total £
<b>Cost or valuation</b>					
At 1 January 2019	-	-	529	5,360	5,889
Acquisitions	3,076	1,723	-	54	4,853
At 31 December 2019	3,076	1,723	529	5,414	10,742
<b>Depreciation</b>					
At 1 January 2019	-	-	529	2,670	3,199
Charge for year	3,076	242	-	2,305	5,623
At 31 December 2019	3,076	242	529	4,975	8,822
<b>Net book value</b>					
At 31 December 2018	-	-	-	2,690	2,690
At 31 December 2019	-	1,481	-	439	1,920

## 8. Creditors: amounts falling due within one year

	2019 £	2018 £
Deferred booking income	21,530	17,794
Deferred voluntary income	-	3,000
Accruals	2,020	2,545
Rent payable	600	500
Accounts payable	77	266
Barclaycard	479	1,844
Pensions contributions	-	162
HMRC – PAYE	1,214	2,259
Holiday Pay	360	547
	<b>26,279</b>	<b>28,917</b>

Deferred income of £21,530 (2018 £17,794) relates to pre-payments for future bookings.

Deferred voluntary income of £nil (2018 £3,000) relates to Carlton Education Trust grant carried forward.

## 9. Analysis of net assets between funds

	Unrestricted Fund £	Designated Fund £	Restricted Funds £	Total Funds £
Tangible fixed assets	1,920	-	-	1,920
Current assets	40,123	4,000	115,218	159,341
Current liabilities	-26,279	-	-	-26,279
<b>Net assets at 31 December 2019</b>	<b>15,764</b>	<b>4,000</b>	<b>115,218</b>	<b>134,982</b>
Tangible fixed assets	2,690	-	-	2,690
Current assets	47,798	2,000	100,522	150,320
Current liabilities	-28,917	-	-	-28,917
<b>Net assets at 31 December 2018</b>	<b>21,571</b>	<b>2,000</b>	<b>100,522</b>	<b>124,093</b>

## 10. Movements in funds

	At 1 January 2019 £	Incoming Resources £	Resources Expended £	Transfers £	At 31 December 2019 £
<b>Unrestricted general funds</b>	21,571	103,965	107,772	-2,000	15,764
<b>Designated funds</b>					
Fire & Security	2,000	-	-	2,000	4,000
<b>Restricted funds</b>					
Bursary	4,311	1,976	3,529	-	2,758
New Building	96,211	21,222	4,973	-	112,460
Camping Equipment	-	3,063	3,063	-	-
	<u>124,093</u>	<u>130,226</u>	<u>119,337</u>	<u>-</u>	<u>134,982</u>

**Bursary fund** - The aim of the Chellington Bursary Fund is to make The Chellington Centre as accessible as possible, particularly for young people in areas of deprivation where funding is not easily available for residential activity. In 2019 nine Bursary awards were made to a value of £3,529 (2018 nine awards to a value of £2,839).

**New building fund** - This is restricted funding to build the new support centre, to incorporate a small shower and toilet block to be made available to campers. Planning permission was granted in 2019 and further fund raising has commenced to enable completion at the beginning of 2021.

**Designated fund** - The directors have resolved to set aside £2,000 per year towards the future cost of replacing the present, ageing, fire and security monitoring system.

### Restricted funds closed in 2019

**Camping equipment** - This was restricted funding for the acquisition of camping equipment for use by youth groups (mainly in conjunction with the New Building).