

REHABILITATION, EDUCATION AND ASSESSMENT CENTRE  
FOR HIPPO THERAPY

(REACH)

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2019



# REHABILITATION, EDUCATION AND ASSESSMENT CENTRE FOR HIPPO THERAPY (REACH)

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	John Lutchmiah (Chairperson) - (appointed 7 <sup>th</sup> March 2019, resigned in July 2019) Yifei He (Treasurer) - (appointed 7 <sup>th</sup> March 2019) Lisa Bailey (appointed October 2017, then appointed as Chairperson in July 2019) Amy Northwood (appointed May 2017) Fleur Mitchell – (Secretary appointed 17 <sup>th</sup> July 2019)
<b>Charity number</b>	1158714
<b>Principal address</b>	Crown Farm Stables Crown Road Kelvedon Hatch Brentwood Essex CM14 5TB
<b>Independent examiner</b>	Shelley Rudling Community 360 Winsley's House High Street Colchester CO1 1UG

# REHABILITATION, EDUCATION AND ASSESSMENT CENTRE FOR HIPPO THERAPY (REACH) CONTENTS

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	Page
Trustees' report	1 - 3
Independent examiner's report	4 - 5
Statement of financial activities	6
Statement of financial position	7
Notes to the financial statement	8 - 15

# REHABILITATION, EDUCATION AND ASSESSMENT CENTRE FOR HIPPOTHERAPY (REACH) TRUSTEES' REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2019

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The trustees present their report and financial statements for the year ended 30 September 2019.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016).

## **Objectives and activities**

The charity's objects are to relieve the needs of people suffering from a range of disabilities including cerebral palsy, Down syndrome, development delay, spinal chord injury, autism, learning disabilities and mental health disorders, through facilitating hippotherapy and associated equine based therapies and rehabilitation techniques.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

## **Achievement and performance**

Several fundraising events took place during the year, a supercar day, a curry night and Sainsbury's fundraising day.

A comprehensive programme of therapy sessions were delivered over the year equating approximately:

- 400 Hippotherapy Sessions
- 100 Equine Assisted Therapy Sessions
- 300 Riding for the Disabled Sessions

## **Financial Review**

The main source of income is in the form of donations and client fees. The trustees also undertake fundraising in the year through events.

The trust finances are monitored during the year and accounts presented to the committee.

Income totalled £70,996 over the 12 months to 30 September 2019. This was made up of £33,028 of therapy receipts, £9,224 of unrestricted donations, £15,308 of fundraising income, £219 of sundry income and £13 of interest income. There was £7,204 of restricted donations and £6,000 received as a grant in this financial year.

Expenditure for the year totalled £61,234.

# REHABILITATION, EDUCATION AND ASSESSMENT CENTRE FOR HIPPO THERAPY (REACH) TRUSTEES' REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2019

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Income tax recoverable in relation to donation received under Gift Aid or deeds of covenant is recognised at the time of the donation.

The charity has surplus funds of £33,060 to carry forward as at 30 September 2019. These funds are to be used for future activities of the charity in line with achieving its objectives.

## **Statement of trustees' responsibilities**

The trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare accounts 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 year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principal 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 accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulation 2008 and the provisions of the trust deed. 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 trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

## **Structure, governance and management**

The charity (referred to as REACH in these accounts) was established by a Constitution of a Charitable Incorporated Organisation (CIO) on 25 September 2014.

The trustees served during the year were:

Amy Northwood

# REHABILITATION, EDUCATION AND ASSESSMENT CENTRE FOR HIPPO THERAPY (REACH)

## TRUSTEES' REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2019

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Lisa Bailey  
John Lutchmiah (resigned)  
Fleur Mitchell  
Yifei He

New trustees are proposed and appointed at Trustee Committee meetings. At every annual general meeting of the members of the CIO, one third of the charity trustees shall retire from office. The charity trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment. The number of trustees shall never be less than three or more than twelve.

The organisational structure of the charity is one in which decision of the members of the CIO may be taken by a resolution at a general meeting or by written resolution. Such resolutions are passed by a simple majority of votes.

The trustees' report was approved by the Board of Trustees.



Yifei He (Treasurer)  
Trustee

Dated: 16<sup>th</sup> July 2020

# REHABILITATION, EDUCATION AND ASSESSMENT CENTRE FOR HIPPO THERAPY (REACH)

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF REHABILITATION, EDUCATION AND ASSESSMENT CENTRE FOR HIPPO THERAPY

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I report on the accounts of Rehabilitation, Education and Assessment Centre for Hippotherapy (REACH) for the year ended 30 September 2019.

### **Respective responsibilities of trustees and examiner**

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011 (The Act)) but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act,
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145 (5)(b) of the Charities Act, and
- To state whether particular matters have come to my attention.

### **Basis of independent examiner's Statement**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes considerations of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

### **Independent examiner's statement**

In the course of my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- The accounting records were not kept in accordance with section 130 of the Charities Act; or
- The accounts did not accords with the accounting records; or
- The accounts did not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.



REHABILITATION, EDUCATION AND ASSESSMENT CENTRE  
FOR HIPPO THERAPY  
(REACH)

INDEPENDENT EXAMINER'S REPORT  
TO THE TRUSTEES OF REHABILITATION, EDUCATION AND  
ASSESSMENT CENTRE FOR HIPPO THERAPY

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I 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.

Shelley Rudling  
FMAAT MIP AATQB on behalf of:  
Community 360  
Winsley's House  
High Street  
Colchester  
CO1 1UG



Dated: 17 July 2019

# REHABILITATION, EDUCATION AND ASSESSMENT CENTRE FOR HIPPO THERAPY (REACH)

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 SEPTEMBER 2019

	Notes	Unrestricted funds £	Restricted funds £	Total 2019 £	Total 2018 £
<b><u>Income from</u></b>					
Donations and legacies	3	24,532	7,204	31,736	10,661
Charitable activities	4	33,247	6,000	39,247	29,961
Investments	5	13	-	13	16
<b>Total Income</b>		<b>57,792</b>	<b>13,204</b>	<b>70,996</b>	<b>40,638</b>
<b><u>Expenditure on</u></b>					
Charitable activities	6	52,062	9,172	61,234	42,985
<b>Total resources expended</b>		<b>52,062</b>	<b>9,172</b>	<b>61,234</b>	<b>42,986</b>
<b>Net (outgoing)/incoming resources before transfers</b>		<b>5,730</b>	<b>4,032</b>	<b>9,762</b>	<b>(2,348)</b>
Previous Year Adjustment	12	1,000	-	1,000	-
<b>Net income/(expenditure) for the year / Net movement in funds</b>		<b>6,730</b>	<b>4,032</b>	<b>10,762</b>	<b>(2,348)</b>
Fund balances at 1 October 2018		22,298	-	22,298	24,646
<b>Fund balances at 30 September 2019</b>		<b>29,028</b>	<b>4,032</b>	<b>33,060</b>	<b>22,298</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# REHABILITATION, EDUCATION AND ASSESSMENT CENTRE FOR HIPPO THERAPY (REACH)

## STATEMENT OF FINANCIAL POSITION AS AT 30 SEPTEMBER 2019

	Notes	2019 £	£	2018 £	£
<b>Fixed Assets</b>					
Tangible assets	9		6,440		3,159
<b>Current assets</b>					
Debtors	10	2,007		216	
Cash at bank and in hand		25,013		20,263	
		<u>27,020</u>		<u>20,479</u>	
<b>Creditors: amounts falling due within one year</b>	11	(400)		(1,340)	
Net current assets			26,620		19,139
<b>Total assets less current liabilities</b>			<u>33,060</u>		<u>22,298</u>
<b>Income funds</b>					
Restricted funds			4,032		-
Unrestricted funds			29,028		22,298
			<u>33,060</u>		<u>22,298</u>

The financial statements were approved by the Trustees on 16 July 2020.



Yifei He (Treasurer)  
Trustee

Date 16/07/2020

# REHABILITATION, EDUCATION AND ASSESSMENT CENTRE FOR HIPPO THERAPY (REACH)

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2019

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### **1. Accounting Policies**

#### **Charity Information**

Rehabilitation, Education and Assessment Centre for Hippotherapy, also referred to as REACH, is a Charitable Incorporated Organisation. The Charity operates from Crown Farm Stables, Crown Road, Kelvedon Hatch, Brentwood, Essex, CM14 5TB.

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2015). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provision in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

# REHABILITATION, EDUCATION AND ASSESSMENT CENTRE FOR HIPPO THERAPY (REACH)

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2019

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### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and use of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

### **1.4 Incoming resources**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donations, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

### **1.5 Resources expended**

Expenses are recognised when the charity is legally liable for such expenses, and the amounts can be measured reliably.

### **1.6 Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

# REHABILITATION, EDUCATION AND ASSESSMENT CENTRE FOR HIPPO THERAPY (REACH)

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2019

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Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and machinery	20% reducing balance per annum
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### **1.7 Impairment of fixed assets**

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Intangible assets with indefinite useful lives and intangible assets not yet available for use are tested for impairment annually, and whenever there is an indication that the asset may be impaired.

### **1.8 Cash and cash equivalents**

Cash and cash equivalent include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

### **1.9 Financial instruments**

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the

# REHABILITATION, EDUCATION AND ASSESSMENT CENTRE FOR HIPPO THERAPY (REACH)

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2019

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transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amount payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

## **2. Critical accounting estimates and judgements**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from the estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# REHABILITATION, EDUCATION AND ASSESSMENT CENTRE FOR HIPPO THERAPY (REACH)

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2019

### 3. Donations and legacies

	Unrestricted funds	Restricted funds	Total 2019	Total 2018
	£	£	£	£
Donations and gifts	24,532	7,204	31,736	10,661
<b>For the year ended 30 September 2018</b>	<b>10,661</b>	<b>-</b>	<b>-</b>	<b>10,661</b>

### 4. Charitable activities

	Unrestricted funds	Restricted funds	Total 2019	Total 2018
	£	£	£	£
Grants	-	6,000	6,000	-
Services	33,028	-	33,028	29,241
Clothing sales	219	-	219	271
Other	-	-	-	449
	<b>33,247</b>	<b>6,000</b>	<b>39,247</b>	<b>29,961</b>

### 5. Investments

	2019	2018
	£	£
Interest receivable	13	16



# REHABILITATION, EDUCATION AND ASSESSMENT CENTRE FOR HIPPO THERAPY (REACH)

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2019

### 6. Charitable activities

	Unrestricted	Restricted	2019	2018
	£	£	£	£
Horse hire	476	-	476	2,010
Depreciation and impairment	2,169	-	2,169	1,079
Hippotherapist and therapist cost	14,151	1,190	15,341	14,779
Fundraising costs	4,113	-	4,113	1,227
Blacksmith, horse care and equipment	4,863	200	5,063	9,081
Animal feed and bedding	2,595	-	2,595	61
Wages and Salaries	12,605	-	12,605	8,505
Training	138	-	138	136
Travel	86	-	86	-
Premises expenses	1,280	-	1,280	1,107
Telephone and Fax	207	-	207	131
Postage, Stationery and printing	1,061	-	1,061	677
Subscriptions	868	-	868	642
Insurance	200	-	200	924
Sundry expenses	325	547	872	602
Advertising & PR	93	-	93	-
Bank Charges	10	-	10	21
Repairs & maintenance	3,150	7,235	10,385	0
Veterinary costs	3,271	-	3,271	1,105
Independent examination & accountancy fees	400	-	400	900
	52,062	9,172	61,234	42,985

### 7. Trustees

None of the trustees (or any person connected with them) received any remuneration during the year.

# REHABILITATION, EDUCATION AND ASSESSMENT CENTRE FOR HIPPO THERAPY (REACH)

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2019

### 8. Employees

#### Number of employees

The average monthly number employees during the year was:

2019 Number	2018 Number
4	2

#### Key Management Personnel

During the year, no member of key management were paid more than £60,000 per annum. The remuneration of key management personnel is decided upon and authorised by the trustees.

### 9. Tangible fixed assets

	Plant and machinery £
<b>Cost</b>	
At 1 October 2018	5,397
Additions	5,450
Disposals	-
At 30 September 2019	10,847
<b>Depreciation and impairment</b>	
At 1 October 2018	2,238
Depreciation charged in the year	2,169
Eliminated in respect of disposals	-
At 30 September 2019	4,407
<b>Carrying amount</b>	
At 30 September 2019	6,440
At 30 September 2018	3,159

# REHABILITATION, EDUCATION AND ASSESSMENT CENTRE FOR HIPPO THERAPY (REACH)

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2019

### 10. Debtors

	2019 £	2018 £
Amounts falling due within one year		
Trade debtors	2,007	216
	<u>2,007</u>	<u>216</u>

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

	2019 £	2018 £
Amounts falling due within one year		
Other taxations and social security	-	340
Trade creditors	-	-
Accruals and deferred income	400	1,000
	<u>400</u>	<u>1,340</u>

### 12. Previous Year Adjustment

Due to a creditor not being cleared in previous years, £1,000 was included as a previous year adjustment to ensure the accounts are correct going forwards.