

Ferring Country Centre Limited

Limited by Guarantee

Trustees Report

and Financial Statements

for the year ended 31st December 2019

Registered Charity Number 297286

Registered Company Number 2086358

Ferring Country Centre

The logo for Ferring Country Centre features the name in a blue, sans-serif font, arched over a thick, orange, curved line that tapers at both ends.

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

INDEX

	Page
Charity Information	1
Report of the Trustees	2
Independent Auditor's Report	9
Statement of Financial Activities	11
Balance Sheet	12
Statement of Cash Flows	13
Accounting Policies	14
Notes to the Financial Statements	17

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

CHARITY INFORMATION

Patron

The Duchess of Norfolk

Trustees

Robert Rogers	(Chairman)
Linda Clark	(Treasurer)
Anne Cook	
Jane Cole	
Peter Vos	(Retired 4 th June 2019)
Debbie Medlock	
Peter Liverman	(Appointed 4 th June 2019)
Ann Boughton-Leigh	(Appointed 4 th June 2019)

Registered and Principal Office

Rife Way
Ferring
Worthing
West Sussex
BN12 5JZ

Registered Charity Number

297286

Registered Company Number

2086358

Key Management Personnel

Chief Executive Officer	Hannah Tombs
Head of Operations	Simon Livesley
Head of Facilities	Jason Coomber
Head of Finance	Nicola King
Head of Communications	Samantha Kirk

Independent Auditors

Blue Spire Limited
Cawley Priory
South Pallant
Chichester
West Sussex
PO19 1SY

Bankers

National Westminster Bank Plc
South Street
Worthing
West Sussex
BN11 3AR

Solicitors

Miller Parris
3-9 Cricketers Parade
Broadwater Street West
Worthing
West Sussex
BN14 8JB

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

REPORT OF THE TRUSTEES

The Trustees have pleasure in presenting their annual report for the purposes of the Charities Act 2011 and the Companies Act 2006, together with the accounts for the year ended 31 December 2019. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) effective 1 January 2015, in preparing the annual report and financial statements of the charity.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Ferring Country Centre is a charitable company limited by guarantee, incorporated on 31 December 1986 and registered as a charity on 29 July 1987. It is governed by the Memorandum and Articles of Association of the charitable company and is controlled by a Board of Trustees whose members are elected at the Annual General Meeting and are directors for the purposes of company law and trustees for the purposes of charity law.

Trustees

Ferring Country Centre has a Board of Trustees, who all bring their own knowledge, skills and passion to benefit the Charity. The Board elects their Chair on an annual basis. At the year-end 2019 the Board consisted of seven Trustees.

Trustees are recruited as and when a need is identified, with an emphasis on ensuring an appropriate skill set amongst the membership. The recruitment process requires potential trustees to submit their Curriculum Vitae to the Chairman of the Board. A selection process consisting of an informal visit and interview is undertaken and appointment to the Board is confirmed by the existing members and ratified at the following AGM. All new Trustees undertake a full induction programme ensuring that they are aware of their legal obligations under charity and company law. They receive copies of Ferring Country Centre's Memorandum and Articles of Association and the Charity Commission Booklet "CC3 The Essential Trustee". In line with the organisational Conflict of Interest policy, all Trustees are required to complete the Conflict of Interest, Related Party Transaction and Annual Declaration form for each year that they are in office.

The Board meets six times a year and follows an agreed agenda with various standing matters, including full reporting of management accounts, risk, health & safety and review of policies. Sub-groups of the Board are set up as and when necessary.

In accordance with the Articles of Association, one-third of the trustees retire at the Annual General Meeting but are eligible for re-election. New Articles of Association were adopted at the 2019 AGM.

During 2019 we welcomed two new Trustees; Peter Liverman bringing horticultural expertise and Ann Boughton-Leigh, who has a wealth of experience of learning disabilities not least being a parent of twins with Down's Syndrome. We also saw the retirement of Peter Vos, who after three years as our Finance Trustee chose to step down, Linda Clark succeeded Peter, taking up the role of Treasurer from June 2019.

Decision making is undertaken by the Trustees at board meetings following briefings and discussions. The Board appoints a team of professional managers; day-to-day management of the Charity is delegated to the Chief Executive Officer and then through the post holder to the management team.

Remuneration of Key Personnel

The Chief Executive Officer's salary is reviewed annually by the Board of Trustees. The CEO, Chairman and Treasurer review all other salary rates and present their recommendations for the annual pay review to the Board for approval, and subsequent implementation.

Our staffing team is our key asset in the delivery of our support work. In 2018 we committed to work towards becoming a Living Wage Foundation employer. We achieved this status in April 2019, meaning that we pay the "real living wage" which is above the national living wage set by the Government.

Equal Opportunities

Ferring Country Centre is committed to ensuring that all job applicants and employees are treated fairly and valued regardless of sex, disability, age, race, marital status, sexual orientation, religion, colour, ethnic or national origin and are not disadvantaged by unjust conditions or requirements. This principle applies to recruitment, promotion, training, benefits and facilities. Ferring Country Centre meets its legal obligations and promotes the spirit of equal opportunity in all fields.

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

REPORT OF THE TRUSTEES

Risks

The Trustees and Management of Ferring Country Centre have given due thought and consideration to the major risks to which the Charity may be exposed and have systems in place which are designed to mitigate those risks. This includes a risk management matrix and a business continuity plan, both of which are reviewed on a regular basis. Risk is an agenda item and discussed at all Trustee meetings.

The management team produced a BREXIT risk assessment, identifying key risks for the organisation and putting into place mitigations.

Note: Since the end of 2019 the great risks associated with Covid-19 have arisen. The potential effects on the Centre have been the subject of lengthy discussion and detailed actions have been taken to mitigate the consequences of this pandemic.

Relationships with other organisations

Ferring Country Centre seeks, whenever possible, to work in partnership with other organisations which enables us to become involved in new and/or additional services. We have built strong relationships with a number of local businesses, through which we have secured work experience placements for our work enablement programme attendees. We work closely with local schools and colleges, ensuring that we have a presence at transition evenings to enable parents to discuss what we have on offer at the Centre for those about to move into adult services. We continue to have an excellent relationship with Oak Grove Community College, with students accessing riding sessions at the Centre alongside regular visits to our Cosy Café, Dales Farm and Garden Centre. We also offer taster sessions at the Centre for those approaching transition, in order to make the change to adult services as seamless as possible.

We continue to build relationships with other businesses and organisations, allowing us to benefit from each other's skills and facilities, as well as offering corporate social responsibility volunteer opportunities.

We are proud of the positive relationships we have with West Sussex County Council, other services and charities, as well as the wider community.

OBJECTS AND ACTIVITIES

The Charity's objects clause as stated in its Articles of Association is:

"For the benefit of persons with learning disabilities by providing such persons with working facilities in horticulture, agriculture, crafts, equestrianism and other related matters with the aim of assisting such persons to acquire and develop vocational and social skills."

Our mission is: *"To create positive futures for customers and enable them to play a valued role in society"*.

In determining how best to pursue these objects the Trustees have had regard to the Charity Commission's guidance on public benefit set out in the public benefit guides PB1, PB2 and PB3, specifically when making decisions or reviewing the Charity's aims and objectives, and in developing plans for future activities and projects.

In accordance with our objects, Ferring Country Centre benefits people with learning disabilities in the West Sussex area. Whilst the majority of Day Service Customers are referred to us by West Sussex County Council, we also offer placements at cost to those in the neighbouring local authorities as well as to individuals on a private placement basis.

In addition to our Day Service we have Riding Therapy, allowing children and adults with learning and/or physical disabilities the opportunity to ride.

As a Centre we have a strong sense of community, with events being held throughout the year and this enables those we work with to become more fully involved in all that we do. This also ensures social inclusion with the wider community whilst enabling our Day Service Customers to undertake roles which are valued.

Ferring Country Centre is committed to providing modern and appropriate facilities for our Day Service Customers, in which we provide a varied programme of activities. We will continue to use our surpluses to re-invest in our facilities.

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

REPORT OF THE TRUSTEES

The Centre is open to the general public, seven days a week as a visitor attraction and garden centre. We also work in partnership with other charities, groups and organisations enabling some of the most vulnerable to access our facilities.

We are privileged to have an extensive volunteer workforce across the whole Centre, who give their time ranging from a few hours per month to several days per week. Volunteers add significant value to the organisation and we are thankful for all they do for us. During the weekends we offer volunteering opportunities to young people between the ages of 12 and 18 allowing them the opportunity to work with horses and other animals they would otherwise be unable to access. During 2019 we had a total of 66 individual volunteers.

Ferring Country Centre delivers day services to a diverse customer base. We aim to ensure that all of our Day Service Customers are given the opportunity to meet their full potential. In order to facilitate this we offer a varied programme of activities throughout the Centre. All Day Service Customers have a detailed support plan in place in order for the staff team to fully understand their needs and aspirations. Some customers will come to Ferring with a sole objective to move on into paid employment, whilst others require their individual needs to be met whilst having the opportunity to fulfil a sense of purpose. Our day service is delivered in a person centred manner, with regular reviews undertaken and staff being aware of the outcomes our customers want to achieve both in the short and longer term.

Ferring Country Centre is split into four main delivery areas, these being Riding Therapy, Dales Farm, Horticulture and Catering. Each area has a primary objective to deliver services to our Customers. In addition, they each have a secondary objective, which is to build or grow a commercial activity in order to support the organisation as a whole as well as allow for future development.

ACHIEVEMENTS AND PERFORMANCE

During 2019 we recruited three specialist posts. In January Kirsty Lee took on the role of Riding Therapy Coordinator, at the end of February Kirstie Skinner joined us as Animal Welfare Coordinator, and in May Tony Genija joined the Catering Department as Chef Coordinator. These posts are specialists who take responsibility for the commercial activities within their department.

February 2019 saw the launch of our Work Enablement Programme. This is a 12 week programme run by Raffaella Starace (Farm and Customer Development Manager) and her team. Day Service Customers work through various topics that aid them towards being work ready and then undertake work placement with our local community connector partners. During 2019 three cohorts completed the programme with one person gaining employment and two others gaining ongoing volunteer placements.

We continued to offer events to our Day Service Customers, with the understanding that events held beyond core hours are a step towards social inclusion. This year these included a summer barbecue and disco and a Christmas party and the Mayoral End of Year Ball.

The Riding Therapy Unit was rated as highly commended in its British Horse Society inspection and gained a 5 star rating in its council licencing inspection which will remain valid for the next three years.

Conditional planning for the new café building was granted at the start of January, however stringent pre-commencement conditions delayed the start of the project until September. This was mainly due to complexities around drainage on the site and resulted in significant time delay and cost. However, this now leaves us with a drainage system that will allow for further development in the future. The café offer for 2019 continued out of the Cosy Café with the addition of a converted horse trailer selling ice creams, snack and drinks in the outdoor play area. The horse trailer was converted in house by the Facilities team and was an excellent addition in the summer months.

The Facilities team, under the direction of Jason Coomber (Head of Facilities), continued to make excellent progress throughout the site. This included the addition of the outdoor decking area for our Day Service Customers to enjoy in the summer months, improvements on the indoor school surface and the addition of a pond on the farm for our ducks to enjoy! The electrical upgrade that we had anticipated would have been completed at the start of the year has continued throughout 2019 and will carry on into 2020 and will include the addition of our very own substation.

2019 saw the Centre upgrade its radio system from an out-dated poor performing analogue system to a state of the art digital system. We also retired our Volkswagen Combi bus and replaced it with two lease hire vehicles - one people

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

REPORT OF THE TRUSTEES

carrier to enable us to get the Day Service Customers out and about more and a 5 seater pick-up truck. All have been good additions.

Fundraising and marketing continue to be areas of focus. During the year we have revamped our Website making it simpler and more accessible. We focused on developing our social media presence beyond Facebook and started to monitor our followers which have grown significantly. We have continued to offer a variety of events, including the addition of a summer Country Fayre and, working in partnership with Dave Hunt entertainments, Summer, Autumn and Christmas Bounce Worlds.

We were fortunate to be one of the nominated Charities for the Worthing Mayoral Year which concluded in May 2019. During this time we formed part of the Mayoral fundraising committee and attended a number of events throughout the year, which in turn raised both our profile and funds.

During the year we spent considerable time looking to the future, with Trustees, Management, Staff and Day Service Customers having input into our Strategic Plan which will guide us through the period 2020-2025.

Ferring Country Centre remains focused on delivering a high quality Day Service provision to its Day Service Customers, ensuring that we are enabling them to play a valued role within society and to have a positive future. We are committed to offering a day service that is continually developing to meet the needs of those who access the service, with packages built around the needs of the individual which are consistently reviewed to ensure they remain person centred and appropriate to the ongoing need of the individual.

Our Operations team have continued to work closely particularly with our local feeder school, Oak Grove College, in transitioning Day Service Customers from school into adult services. Regular site visits with input from our staffing team support this process. During 2019 our Day Service Customer base has grown to 138 (2018 – 130).

The excellent work we do would not be possible without the hard work and commitment of our team, both volunteers and employees, who deliver outstanding services to our Day Service Customers under the leadership of our dedicated management team headed up by our very able Chief Executive Officer, Hannah Tombs.

2019 has been a challenging and productive year. The future of the Centre has been shaped through the development of the Strategic Plan along with the ongoing development of the physical site. Building work is underway on the long awaited Café development with completion of all work on the central area expected by Summer 2020. As we look to the future, we must remain focused that with each and every challenge we face there is always an opportunity to embrace.

FINANCIAL REVIEW

Ferring Country Centre ended the 2019 financial year with a surplus of £276k, this equated to 15.5% of total income (2018 5.0%). This position has been influenced by the receipt of two sizable legacies amounting £502k out of total legacy income of £514K within the financial year. During 2019 we have invested in our staffing team by becoming a Living Wage Foundation employer as well as focusing on the employment of specialists in our commercial activity areas. We have also committed to significant investment across the site, including but not limited to, the commencement of work on our new café building. All of this investment will support our future development and growth.

Our financials continue to be in good health, with sufficient reserves in place to use as and when needed, enabling us to deal with the unexpected.

Income during the 2019 year saw an increase against 2018 of £354k (24.8%), This was mainly due to the receipt of the two large legacies. However we also saw an increase in our income from charitable activities.

We identify four key areas of risk, these being:

1. Our main income source is from one contract; our Day Service Contract with West Sussex County Council. (end date of 31st March 2022).
2. The changing way in which social workers place customers, with the current favoured approach being fewer days with multiple providers.
3. BREXIT; the possibility of no deal at the end of the transition period.
4. Covid-19 Pandemic and the possible effect this will have in both the short and long term.

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

REPORT OF THE TRUSTEES

In order to mitigate first two risks, we continue to develop and work flexibly with our offer. Allowing a fluidity of service between the departments gives Day Service Customers a varied mix of settings all within one site which may result in more days based at Ferring Country Centre, but over multiple departments.

In regard to risks three and four, we are constantly monitoring the situations and reacting accordingly, accessing Government guidance and support where appropriate.

The Trustees have a prudent investment strategy with little or no risk and the income generated from these resulting investments amounted to £9k, an 23% increase.

2019 has seen us commit significant reserves into the improvement of our site. We have spent £471k (2018 £241k) on acquiring tangible fixed assets, specifically the commencement of the Café build and upgrading the radio system. (2018 Barns, IT upgrade). The Charity's reserves, as shown in notes 17 and 18 of the financial statements amounted to £882k (2018 £760k). The Trustees consider the charity's available cash resources, for operational purposes, have decreased by 7.8% or £68k and are shown in the table below.

	2019	2018
	£	£
Investments and surplus cash	1,357,267	1,594,997
Less: Restricted funds	53,269	128,332
Less: Designated funds	505,000	600,000
	<u>798,998</u>	<u>866,665</u>

The Trustees have agreed a reserves policy that the Charity hold reserves equivalent to 6 months' operating expenditure (expected to be £754k in 2020) to ensure the on-going delivery of its charitable objectives.

2019 produced donation income of £38k (2018 £61k) a decrease of 38%. Unrestricted £12k (2018 £27k) Restricted £26k (2018 £34k) We are currently developing a fundraising plan in line with the fundraising regulator's Code of Practice which we will implement by the end of 2020.

In 2019 we received donations from:

Rhythm and Blue Inc, 3 Forts Challenge, Worthing Literary Institute, Sompting Abbots School, Arun Divers, Chiltern Charitable Trust, Mr and Mrs Wilson, Eve and John Dean, M McKee, Worthing Custom Scooter Show, Vikki Woodard, Hill Barn Golf Club (Ladies Team), Mayoral Charities, ETI Ltd, Cap Gemini, Joyce Parsonage.

We were fortunate to receive two substantial legacies during 2019.

As in previous years we have worked with many Corporate Partners and our thanks go to:

Co-Op Ferring, Caring Lady Funeral Directors, Acorn Food services, Albion Football Club, Goring Guides, Natwest, Southern Water, Equiniti, GSK, 3 Forts Marathon (run by local Rotary Clubs), East Preston Festival, and Electronic Temperature Instruments who have all included us as part of their corporate social responsibility programmes.

Building links with the business community and working in conjunction with them not only raises awareness of our Charity and builds benefits in kind, through their volunteering hours, but also creates invaluable opportunities in the areas of Corporate Social Responsibility (CSR) and Public Relations (PR) for those companies.

We sincerely thank all our benefactors whose continued generosity, donations and support have assisted us to achieve our objectives, invest in new projects and support our customers.

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

REPORT OF THE TRUSTEES

PLANS FOR FUTURE PERIODS

2020 and beyond

The external economic climate is uncertain, with the impact of BREXIT and the Covid-19 pandemic being uncharted territory. The potential adverse effects on the Centre have been the subject of lengthy discussion and detailed actions have been taken to mitigate the consequences of this pandemic.

As an organisation we must look to the future with an approach that is flexible and responsive. We have a resilient and skilled management team in place and financial stability which will enable us to navigate these forthcoming challenges.

We have a Strategic Plan to guide us through the next 5 years, which has been developed with our Day Service Customers at its core ensuring that all that we do revolves around their needs; they are the central purpose of our organisation.

We plan to continue to develop our service offering ensuring that there is something for everybody who wishes to access services at our Centre. Our staff will continue to develop their skills to ensure that we enable our Day Service Customers to fulfil their full potential whatever that maybe.

We will invest in our Centre, continuing to develop its welcoming and vibrant environment, which is suitably equipped to be a day service. We are proud of the achievements we have made to date, but continue to strive further to benefit our Day Service Customers.

We are working towards having a full time volunteer coordinator in place to support and develop our excellent group of volunteers.

We continue to focus on developing our service, both through site investment and further development of the activities we offer. We have designated £508k (2019 £600k) to support this ambition.

In the coming year we plan to invest in several projects across the site. Some of these will be completed in 2020 and others will take us beyond. We will continue to develop our fundraising activities to support these plans. These projects include:

- Electrical upgrade including the addition of our own substation.
- Woodwork and Craft workshop.
- Multi media equipment for Day Service Customers to produce films.
- Improved Garden Centre Area to include covered walkway and fencing.
- Purpose built Café, shop and toilets for visitors.
- Improvement of the Nature Trail.
- New Signage.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also directors of Ferring Country Centre Limited for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these 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 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

REPORT OF THE TRUSTEES

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with 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.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

APPOINTMENT OF AUDITORS

Blue Spire Limited, have expressed their willingness to stand for reappointment and a resolution proposing their reappointment will be put forward at the Annual General Meeting of the charity.

This report has been prepared having taken advantage of the small companies' exemption in the Companies Act 2006.

Approved by the Trustees and signed on their behalf.

Robert Rogers

Robert A G Rogers
Trustee – Chairman

4 June 2020

Date

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

INDEPENDENT AUDITOR'S REPORT

Independent Auditor's Report to the Members of Ferring Country Centre Limited

Opinion

We have audited the financial statements of Ferring Country Centre Limited (the 'charitable company') for the year ended 31 December 2019 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2019, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the report of the trustees, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the report of the trustees (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

INDEPENDENT AUDITOR'S REPORT

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Geoffrey Frost BSc(Hons) FCA, Senior Statutory Auditor
For and on behalf of Blue Spire Limited, Statutory Auditor

Cawley Priory
South Pallant
Chichester
West Sussex
PO19 1SY

4 June 2020
Date

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

		Unrestricted Funds		Restricted	2019	2018
	Note	General	Designated	Funds	Total	Total
		£	£	£	Funds	Funds
					£	£
INCOME AND ENDOWMENTS FROM:						
Donations and legacies	1	525,468	-	25,633	551,101	245,594
Other trading activities	2	10,728	-	1,072	11,800	26,920
Investments	3	8,960	-	-	8,960	7,281
Charitable activities	4	1,202,683	-	-	1,202,683	1,137,013
Other	5	1,076	-	-	1,076	5,354
Total		<u>1,748,915</u>	<u>-</u>	<u>26,705</u>	<u>1,775,620</u>	<u>1,422,162</u>
EXPENDITURE ON:						
Raising funds	6	1,374	-	-	1,374	2,649
Charitable activities	7	1,404,374	-	94,206	1,498,580	1,348,204
Total		<u>1,405,748</u>	<u>-</u>	<u>94,206</u>	<u>1,499,954</u>	<u>1,350,853</u>
Net Income/(expenditure)		343,167	-	(67,501)	275,666	71,309
Transfers between funds	18, 19	(221,146)	227,908	(6,762)	-	-
Net movement in funds		122,021	227,908	(74,263)	275,666	71,309
RECONCILIATION OF FUNDS						
Total funds brought forward	18	759,630	2,267,487	128,332	3,155,449	3,084,140
Total funds carried forward	18	<u>881,651</u>	<u>2,495,395</u>	<u>54,069</u>	<u>3,431,115</u>	<u>3,155,449</u>

None of the charity's other activities were acquired or discontinued during the above two financial years.

The charity has no recognised gains or losses other than those dealt with in the statement of financial activities.

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

BALANCE SHEET AS AT 31 DECEMBER 2019

	Note	2019		2018	
		£	£	£	£
FIXED ASSETS					
Tangible assets	12		1,987,395		1,667,487
CURRENT ASSETS					
Stock of goods for resale		5,435		4,038	
Debtors	13	196,677		26,684	
Cash at hand and in bank		1,357,267		1,594,997	
Total current assets		<u>1,559,379</u>		<u>1,625,719</u>	
CURRENT LIABILITIES					
Creditors: amounts falling due within one year	14	<u>115,659</u>		<u>137,757</u>	
Net current assets/(liabilities)			1,443,720		1,487,962
Net assets/(liabilities)			<u>3,431,115</u>		<u>3,155,449</u>
THE FUNDS OF THE CHARITY					
Restricted funds	18		54,069		128,332
Unrestricted funds					
Designated funds	18	2,495,395		2,267,487	
General funds	18	<u>881,651</u>		<u>759,630</u>	
Total unrestricted funds			3,377,046		3,027,117
Total charity funds	18		<u>3,431,115</u>		<u>3,155,449</u>

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The notes on pages 17 to 26 form part of these accounts.

Approved by the trustees and signed on their behalf.

Robert Rogers

Robert A G Rogers
Trustee – Chairman

Date 4 June 2020

Ferring Country Centre Limited
Registered charity no.: 297286
Registered company no.: 2086358

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

STATEMENT OF CASH FLOWS

	Note	2019		2018	
		£	£	£	£
Net cash flow from operating activities (see below)			224,630		238,598
Cash flow from investing activities					
Payments to acquire tangible fixed assets		(471,320)		(240,727)	
Receipts from sales of fixed assets		-		1,530	
Interest received		8,960		7,281	
Net cash flow from investing activities			(462,360)		(231,916)
Net increase/(decrease) in cash and cash equivalents			(237,730)		6,682
Cash and cash equivalents at 1 January 2019			1,594,997		1,588,315
Cash and cash equivalents at 31 December 2019			<u>1,357,267</u>		<u>1,594,997</u>
Cash and cash equivalents consist of:					
Cash at bank and in hand			1,357,267		1,594,997
Cash and cash equivalents at 31 December 2019			<u>1,357,267</u>		<u>1,594,997</u>

Reconciliation of net income to net cash flow from operating activities

		2019		2018	
		£	£	£	£
Net income for the year			275,666		71,309
Adjusted for:					
Interest receivable		(8,960)		(7,281)	
Depreciation and impairment of tangible fixed assets		151,412		150,398	
Loss/(profit) on disposal of tangible fixed assets		-		(77)	
Decrease/(increase) in stock		(1,397)		1,252	
Decrease/(increase) in debtors		(169,993)		7,326	
Increase/(decrease) in creditors		(22,098)		15,671	
			(51,036)		167,289
			<u>224,630</u>		<u>238,598</u>

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

ACCOUNTING POLICIES

General information, scope and basis of the financial statements

Ferring Country Centre Limited is a private company, limited by guarantee, incorporated in England with the company number 02086358. 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. The registered office and principal place of business is Rife Way, Ferring, Worthing, West Sussex, BN12 5JZ and its operations are outlined in the trustees' report.

The charity constitutes a public benefit entity as defined by FRS 102. 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Incoming Resources Policy Notes

All incoming resources are included in the Statement of Financial Activities (SoFA) when the Charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the Charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the Charity and it is probable that they will be fulfilled.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the Charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Income from government and other grants are recognised at fair value when the Charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Investment income is earned through holding assets such as cash deposits and includes interest received. Interest income is recognised using the effective interest method.

Resources Expended Policy Notes

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

Staff costs, support costs and governance costs

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. Staff costs have been allocated between costs of raising funds, charitable activities and governance costs on the basis of time spent by staff. Support costs cannot be directly attributed to particular headings and have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources. Support costs have been allocated to charitable activities on the best estimate of the use of those resources.

Governance costs are costs associated with the general running of the charity as opposed to the day to day activities. Governance costs have been allocated to cost of charitable activities on the basis they form part of carrying out those activities.

Allocation of support costs and governance costs

Support costs and governance costs are allocated to the different activities within expenditure on charitable activities on the basis of the number of clients involved in each activity.

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

ACCOUNTING POLICIES

Employee benefits

When employees have rendered service to the Charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

Pension costs

The charity operates a defined contribution pension scheme. Contributions to the scheme are charged to the statement of financial activities on a payable basis.

Leases

Rentals payable and receivable under operating leases are charged to the SoFA on a straight line basis over the period of the lease.

VAT

The Charity is registered for VAT and operates on a partial exemption basis. Costs are recorded inclusive of VAT within the SOFA where they relate to exempt supplies with other irrecoverable amounts expensed as they arise.

Taxation

The charity is considered to pass the tests set out in sections 466 to 493 Corporation Tax Act 2010 (CTA 2010), as such no income tax is payable on the charity's activities.

Fixed Assets Policy Notes

Tangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Assets in the course of construction	- nil.
Freehold buildings	- 5% per annum on cost.
Freehold land	- nil.
Plant & machinery	- 25% per annum on cost.
Fixtures, fittings & equipment	- 25% per annum on cost.
Motor vehicles	- 25% per annum on reducing balance basis.

Stock

Small quantities of goods such as seeds, compost, animal feed and medicines and office stationery are purchased when required. Any balance of such items on hand at the accounting date are negligible and have not been valued or shown as stock. Stocks of plants and associated materials for resale are shown in the balance sheet at the lower of cost and net realisable value.

Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

ACCOUNTING POLICIES

Funds Structure Policy Notes

Restricted funds

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the note 18 of these financial statements.

Unrestricted funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

NOTES TO THE FINANCIAL STATEMENTS

1. Donations and legacies

	Unrestricted Funds		Restricted	2019
	General	Designated	Funds	Total
	£	£	£	Funds
				£
Donations	11,951	-	25,633	37,584
Legacies	513,517	-	-	513,517
	<u>525,468</u>	<u>-</u>	<u>25,633</u>	<u>551,101</u>
	Unrestricted Funds		Restricted	2018
	General	Designated	Funds	Total
	£	£	£	Funds
				£
Donations	26,756	-	34,224	60,980
Legacies	6,291	-	178,323	184,614
	<u>33,047</u>	<u>-</u>	<u>212,547</u>	<u>245,594</u>

2. Other trading activities

	Unrestricted Funds		Restricted	2019
	General	Designated	Funds	Total
	£	£	£	Funds
				£
Fundraising event income	5,584	-	1,072	6,656
Other fundraising income	5,144	-	-	5,144
	<u>10,728</u>	<u>-</u>	<u>1,072</u>	<u>11,800</u>
	Unrestricted Funds		Restricted	2018
	General	Designated	Funds	Total
	£	£	£	Funds
				£
Fundraising event income	11,503	-	-	11,503
Other fundraising income	15,417	-	-	15,417
	<u>26,920</u>	<u>-</u>	<u>-</u>	<u>26,920</u>

3. Investments

	Unrestricted Funds		Restricted	2019
	General	Designated	Funds	Total
	£	£	£	Funds
				£
Bank interest	8,960	-	-	8,960
	<u>8,960</u>	<u>-</u>	<u>-</u>	<u>8,960</u>
	Unrestricted Funds		Restricted	2018
	General	Designated	Funds	Total
	£	£	£	Funds
				£
Bank interest	7,281	-	-	7,281
	<u>7,281</u>	<u>-</u>	<u>-</u>	<u>7,281</u>

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

NOTES TO THE FINANCIAL STATEMENTS

4. Income from charitable activities

	Unrestricted Funds		Restricted	2019
	General	Designated	Funds	Total
	£	£	£	Funds
				£
Services to beneficiaries	959,391	-	-	959,391
Livery and Riding Therapy Unit	92,701	-	-	92,701
Horticulture	45,282	-	-	45,282
Catering Services	55,352	-	-	55,352
Small Animal Farm	49,957	-	-	49,957
Charity shop sales	-	-	-	-
	<u>1,202,683</u>	<u>-</u>	<u>-</u>	<u>1,202,683</u>

	Unrestricted Funds		Restricted	2018
	General	Designated	Funds	Total
	£	£	£	Funds
				£
Services to beneficiaries	894,008	-	-	894,008
Livery and Riding Therapy Unit	84,943	-	-	84,943
Horticulture	48,616	-	-	48,616
Catering Services	61,840	-	-	61,840
Small Animal Farm	47,309	-	-	47,309
Charity shop sales	297	-	-	297
	<u>1,137,013</u>	<u>-</u>	<u>-</u>	<u>1,137,013</u>

5. Other incoming resources

	Unrestricted Funds		Restricted	2019
	General	Designated	Funds	Total
	£	£	£	Funds
				£
Friends of Ferring Country Centre	60	-	-	60
Other miscellaneous income	1,016	-	-	1,016
Gains on disposals of fixed assets	-	-	-	-
	<u>1,076</u>	<u>-</u>	<u>-</u>	<u>1,076</u>

	Unrestricted Funds		Restricted	2018
	General	Designated	Funds	Total
	£	£	£	Funds
				£
Friends of Ferring Country Centre	45	-	-	45
Other miscellaneous income	5,232	-	-	5,232
Gains on disposals of fixed assets	77	-	-	77
	<u>5,354</u>	<u>-</u>	<u>-</u>	<u>5,354</u>

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

NOTES TO THE FINANCIAL STATEMENTS

6. Raising funds

	Unrestricted Funds		Restricted	2019
	General	Designated	Funds	Total
	£	£	£	Funds
	£	£	£	£
Fundraising events cost	-	-	-	-
Other Fundraising costs	1,374	-	-	1,374
	<u>1,374</u>	<u>-</u>	<u>-</u>	<u>1,374</u>
	Unrestricted Funds		Restricted	2018
	General	Designated	Funds	Total
	£	£	£	Funds
	£	£	£	£
Fundraising events cost	510	-	-	510
Other Fundraising costs	2,089	-	50	2,139
	<u>2,599</u>	<u>-</u>	<u>50</u>	<u>2,649</u>

7. Expenditure on charitable activities

	Unrestricted Funds		Restricted	2019
	General	Designated	Funds	Total
	£	£	£	Funds
	£	£	£	£
Direct costs	135,706	-	56,720	192,426
Personnel costs	578,125	-	-	578,125
Depreciation	71,336	-	-	71,336
Support costs (see note 8)	619,207	-	37,486	656,693
	<u>1,404,374</u>	<u>-</u>	<u>94,206</u>	<u>1,498,580</u>
	Unrestricted Funds		Restricted	2018
	General	Designated	Funds	Total
	£	£	£	Funds
	£	£	£	£
Direct costs	119,741	-	14,339	134,080
Personnel costs	491,995	-	-	491,995
Depreciation	82,672	-	-	82,672
Support costs (see note 8)	526,122	-	113,335	639,457
	<u>1,220,530</u>	<u>-</u>	<u>127,674</u>	<u>1,348,204</u>

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

NOTES TO THE FINANCIAL STATEMENTS

8. Support costs

	Unrestricted Funds		Restricted Funds £	2019 Total Funds £
	General £	Designated £		
Staffing costs	295,401	-	5,287	300,688
Premises costs	183,752	-	29,420	213,172
Governance and administrative costs	44,879	-	1,088	45,967
Depreciation	80,076	-	-	80,076
Client costs	10,547	-	1,227	11,774
Legal and professional fees	4,552	-	464	5,016
	<u>619,207</u>	<u>-</u>	<u>37,486</u>	<u>656,693</u>

	Unrestricted Funds		Restricted Funds £	2018 Total Funds £
	General £	Designated £		
Staffing costs	247,138	-	2,814	249,952
Premises costs	152,847	-	98,094	250,941
Governance and administrative costs	45,096	-	12,427	57,523
Depreciation	67,726	-	-	67,726
Client costs	7,760	-	-	7,760
Legal and professional fees	5,555	-	-	5,555
	<u>526,122</u>	<u>-</u>	<u>113,335</u>	<u>639,457</u>

9. Auditors' remuneration

	Unrestricted Funds		Restricted Funds £	2019 Total Funds £
	General £	Designated £		
Auditors' remuneration - audit	5,250	-	-	5,250
Payroll services	300	-	-	300
	<u>5,550</u>	<u>-</u>	<u>-</u>	<u>5,550</u>

	Unrestricted Funds		Restricted Funds £	2018 Total Funds £
	General £	Designated £		
Auditors' remuneration - audit	<u>5,250</u>	<u>-</u>	<u>-</u>	<u>5,250</u>

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

NOTES TO THE FINANCIAL STATEMENTS

10. Wages and salary cost

	2019 Total Funds £	2018 Total Funds £
Gross wages	796,733	682,971
Employer's national insurance costs (net of employment allowance)	52,615	42,398
Pension costs	13,424	9,002
Termination payments	-	87
	<u>862,772</u>	<u>734,458</u>
	2019	2018
Staff numbers:		
Average head count	<u>58</u>	<u>49</u>
Analysed by function:		
Livery and RTU	12	12
Horticulture	5	4
Catering and charity shop	28	24
Maintenance	3	3
Management and administration	9	6
Client development	1	-
	<u>58</u>	<u>49</u>
Calculated on a full-time equivalent basis, analysed by function:		
Livery and RTU	8	8
Horticulture	4	3
Catering and charity shop	16	13
Maintenance	2	3
Management and administration	8	6
Client development	1	-
	<u>39</u>	<u>33</u>

There were no employees with emoluments (excluding employer pension costs) above £60,000 in this or the preceding year

The number of staff to whom retirement benefits are accruing under defined contribution schemes

	2019	2018
Livery and RTU	6	4
Horticulture	4	5
Catering and charity shop	15	19
Maintenance	2	2
Management and administration	7	6
	<u>34</u>	<u>36</u>

Defined contribution pension scheme

The charity operates a defined contribution pension scheme for its employees. Contributions to the scheme during the year under review amounted to £13,424 (2018: £9,002) with £3,135 (2018: £1,579) payable at the balance sheet date in respect of employer and employee contributions. Pension costs are allocated to charitable activities and support costs on the basis of the activities the employee is involved in.

No trustee received any remuneration from employment or other benefits with the charity during the year under review nor the comparative year.

During the year under review 5 (2018: 5) members of the charity's staff, identified as key management personnel, received employee benefits totalling £198,662 (2018: £194,277) consisting of salary and employer's pension contributions. Expenses in relation to travel and subsistence were reimbursed to key management personnel in the year totalling £486 (2018: £18).

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

NOTES TO THE FINANCIAL STATEMENTS

11. Related party transactions

A total of £50 (2018: £24) was received from the charity's trustees in the form of donations without conditions attached. No donations with conditions attached were received from the trustees in this nor the comparative year.

There were no other transactions with related parties that require disclosure in the financial statements.

12. Fixed assets

	Assets in the course of construction £	Land & Buildings £	Plant & Machinery £	Fixtures, Fittings & Equipment £	Motor Vehicles £	TOTAL £
<i>Cost</i>						
At 1 January 2019	54,890	2,260,924	191,159	59,612	48,020	2,614,605
Additions	410,837	31,144	9,570	19,769	-	471,320
Disposals	-	-	-	-	-	-
At 31 December 2019	<u>465,727</u>	<u>2,292,068</u>	<u>200,729</u>	<u>79,381</u>	<u>48,020</u>	<u>3,085,925</u>
<i>Depreciation</i>						
Accumulated at 1 January 2019	-	775,950	127,213	21,911	22,044	947,118
Charge for the year	-	101,719	28,170	15,029	6,494	151,412
On disposals	-	-	-	-	-	-
At 31 December 2019	<u>-</u>	<u>877,669</u>	<u>155,383</u>	<u>36,940</u>	<u>28,538</u>	<u>1,098,530</u>
Net book value at 31 December 2019	<u>465,727</u>	<u>1,414,399</u>	<u>45,346</u>	<u>42,441</u>	<u>19,482</u>	<u>1,987,395</u>
Net book value at 31 December 2018	<u>54,890</u>	<u>1,484,974</u>	<u>63,946</u>	<u>37,701</u>	<u>25,976</u>	<u>1,667,487</u>

13. Debtors

	Unrestricted Funds		Restricted Funds	2019 Total Funds £	2018 Total Funds £
	General £	Designated £	£		
<i>Within one year</i>					
Trade debtors	14,637	-	-	14,637	15,342
Prepayments	182,040	-	-	182,040	11,342
	<u>196,677</u>	<u>-</u>	<u>-</u>	<u>196,677</u>	<u>26,684</u>

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

NOTES TO THE FINANCIAL STATEMENTS

14. Creditors

	Unrestricted Funds		Restricted Funds	2019	2018
	General	Designated		Total Funds	Total Funds
	£	£	£	£	£
Trade creditors	53,694	-	-	53,694	81,666
Other taxes and social security costs	12,838	-	-	12,838	12,718
VAT Payable	6,600	-	-	6,600	35,967
Other creditors	891	-	-	891	871
Accruals	41,636	-	-	41,636	6,535
	<u>115,659</u>	<u>-</u>	<u>-</u>	<u>115,659</u>	<u>137,757</u>

15. Capital commitments

At the balance sheet date the charity had commitments for building and site development capital projects amounting to £196,718 (2018: £nil). These capital commitments together with additional costs anticipated to be required to complete subsequent stages are included within designated funds.

16. Commitments under operating leases

	2019	2018
	Total Funds	Total Funds
	£	£
At 31 December the charity had total minimum lease payments under operating leases in respect of vehicles which expire as follows:		
In less than one year	7,339	-
Later than one year and not later than five years	17,737	-
	<u>25,076</u>	<u>-</u>

Total lease payments in relation to vehicles recognised as an expense in the year were £5,505.

	2019	2018
	Total Funds	Total Funds
	£	£
At 31 December the charity had total minimum lease payments under operating leases in respect of office equipment which expire as follows:		
In less than one year	509	509
later than one year and not later than five years	1,019	1,528
	<u>1,528</u>	<u>2,037</u>

Total lease payments in relation to office equipment recognised as an expense in the year were £509.

17. Analysis of net assets between funds

	Unrestricted Funds		Restricted Funds	2019	2018
	General	Designated		Total Funds	Total Funds
	£	£	£	£	
Tangible assets	-	1,987,395	-	1,987,395	1,667,487
Current assets	997,310	508,000	54,069	1,559,379	1,625,719
Current liabilities	(115,659)	-	-	(115,659)	(137,757)
	<u>881,651</u>	<u>2,495,395</u>	<u>54,069</u>	<u>3,431,115</u>	<u>3,155,449</u>

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

NOTES TO THE FINANCIAL STATEMENTS

18. Analysis of net movement in funds

	Total funds brought forward £	Total incoming resources £	Total resources expended £	Transfers between funds £	Total funds carried forward £
<i>Restricted funds</i>					
Café	12,661	250	-	-	12,911
Catering	256	410	(81)	-	585
Client	5,247	7,800	(8,548)	-	4,499
Farm	1,761	257	(2,172)	800	646
Horti	278	-	-	-	278
RTU	105,172	838	(75,634)	(7,785)	22,591
Woodwork Shop	2,423	5,044	(649)	-	6,818
Other restricted funds	534	12,106	(7,122)	223	5,741
	<u>128,332</u>	<u>26,705</u>	<u>(94,206)</u>	<u>(6,762)</u>	<u>54,069</u>
<i>Unrestricted funds</i>					
Fixed Asset reserve	1,667,487	-	-	319,908	1,987,395
Designated funds - The charity's trustees have designated funds for the following purposes:					
New café and toilets	500,000	-	-	(276,000)	224,000
Woodwork Shop	-	-	-	25,000	25,000
Central area redevelopment	-	-	-	59,000	59,000
Site electrics	80,000	-	-	120,000	200,000
Vehicle upgrade	20,000	-	-	(20,000)	-
Total designated funds	<u>2,267,487</u>	<u>-</u>	<u>-</u>	<u>227,908</u>	<u>2,495,395</u>
General reserves	759,630	1,748,915	(1,405,748)	(221,146)	881,651
Total unrestricted funds	<u>3,027,117</u>	<u>1,748,915</u>	<u>(1,405,748)</u>	<u>6,762</u>	<u>3,377,046</u>
Total funds	<u>3,155,449</u>	<u>1,775,620</u>	<u>(1,499,954)</u>	<u>-</u>	<u>3,431,115</u>

Description of funds

Café	Funds received to support the charity's Café which is open to the General Public as well as providing training and skills for our Day service customers.
Catering	Funds received to support the charity's Catering department provide the equipment that enables our Day Service Customers to learn and develop catering skills.
Client	Funds received to support the charity's Day Service Customers and enables them to learn and develop skills that they can use in everyday life.
Farm	Funds received to support the charity's Dales Farm; allowing us to enhance the facilities to provide training and opportunities to our Day Service Customers.
Horti	Funds received to support the charity's Horticultural department by providing the tooling and other provisions to enable our Day Service Customers to learn and develop skills.
RTU	Funds received to support the charity's Riding Therapy Unit to allow us to support our Day Service Customers and the Riders who attend the Centre to ride the horses as a beneficial therapy.
Woodwork Shop	Funds received to support the charity's Woodwork shop allowing us to build, purchase tools and supplies to enable our Day Service Customers in learning woodwork skills.
Other restricted funds	Other funds received to support the charity in other restricted projects.
Fixed asset reserve	Representing the balance of fixed assets held by the charity.
New café and toilets	Funds have been designated by the trustees from reserves for the completion of a purpose-built Café and Visitor Information Centre with shop; scheduled to be completed in 2020.
Woodwork shop	Funds have been designated by the trustees from reserves for the completion of a purpose-built Woodwork/Craft shop; scheduled to be completed in 2020.

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

NOTES TO THE FINANCIAL STATEMENTS

Description of funds (continued)

Central area redevelopment	Funds have been designated by the trustees from reserves to redevelop the Central area to include the Garden Centre to improve access and security.
Site electrics	Funds have been designated by the trustees from reserves to upgrade the sites Electrics including a new Sub Station; starting in 2019 this is set for completion in 2020.
Vehicle upgrade	Funds have been designated by the trustees from reserves for the costs of a vehicle upgrade.

19. Transfers between funds

From	To	Unrestricted Funds		Restricted Funds
		General £	Designated £	£
<i>Transfer 1</i>				
Vehicle upgrade	General fund	20,000	(20,000)	
New café and toilets	General fund	276,000	(276,000)	
		<u>296,000</u>	<u>(296,000)</u>	<u>-</u>
Transfer of funds to release previously designated funds following the commencement, completion and alteration of projects.				
<i>Transfer 2</i>				
General fund	Site electrics	(120,000)	120,000	
		<u>(120,000)</u>	<u>120,000</u>	<u>-</u>
Transfer of funds due expected additional costs.				
<i>Transfer 3</i>				
General fund	Fixed Asset reserve	(319,908)	319,908	-
		<u>(319,908)</u>	<u>319,908</u>	<u>-</u>
Transfer of funds to designated funds for the movement on fixed assets.				
<i>Transfer 4</i>				
General fund	Workshop	(25,000)	25,000	-
General fund	Central area redevelopment	(59,000)	59,000	-
		<u>(84,000)</u>	<u>84,000</u>	<u>-</u>
Transfer of funds to designated funds for planned capital works to be funded from reserves.				
<i>Transfer 4</i>				
General fund	Farm	(800)	-	800
RTU	General fund	7,785	-	(7,785)
Other restricted funds	General fund	(223)	-	223
		<u>6,762</u>	<u>-</u>	<u>(6,762)</u>
Transfer of funds to support costs met from general funds and recover an overspend.				
		<u>(221,146)</u>	<u>227,908</u>	<u>(6,762)</u>

FERRING COUNTRY CENTRE LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

NOTES TO THE FINANCIAL STATEMENTS

20. Financial instruments

The carrying amounts of the charity's financial instruments are as follows:

	2019	2018
	Total	Total
	Funds	Funds
	£	£
<i>Financial assets</i>		
Debt instruments measured at amortised cost:		
Trade debtors	14,637	15,342
	<u>14,637</u>	<u>15,342</u>
<i>Financial liabilities</i>		
Measured at amortised cost:		
Trade creditors	53,694	81,666
Other creditors	891	871
	<u>54,585</u>	<u>82,537</u>

21. Subsequent events - COVID-19

At the date of the approval of these financial statements the charity and society as a whole are having to contend with the impact of COVID-19 and the UK Government's measures to deal with the ongoing pandemic within the UK. Both COVID-19 and the Government's measures continue to have a significant detrimental impact on the operations of the charity and potentially throughout 2020 with the duration of an unknown timescale with future policy announcements beyond the charity's control and having a significant impact.

At the time of approving the financial statements the charity has no debt instruments and has reserves in place to contend with the current and future uncertainties for the foreseeable future and therefore the trustees continue to adopt the going concern basis of accounting in preparing these financial statements.



Ferring Country Centre Limited

REPORT TO THE TRUSTEES

Audit for the year ended 31 December 2019

Ferring Country Centre Limited

Report to the trustees

Contents

Introduction and terms of reference



We set out the objectives of our audit, its scope and summarise our findings

Audit status and timetable to completion



We set out any matters required prior to completion of the audit and the timescale for these

Independence



We confirm our independence

Key accounting and audit matters



We discuss audit findings

Adjusted and unadjusted differences



We set out any adjustments made during the course of our audit and any differences which remain unadjusted

Current technical Developments



We set out the current accounting, regulatory and corporate governance developments that are relevant to the charity.

Ferring Country Centre Limited

Report to the trustees

Introduction and terms of reference

Introduction

- This report summarises the scope of our work and the key audit and accounting matters arising from our audit of the financial statements for the charity, including those matters identified at the planning stage.
- The report is prepared solely for the use of the management and trustees of Ferring Country Centre Limited and should not be shown to any other person without our express permission in writing. We do not accept responsibility for this report to any other person and we hereby disclaim any and all such liability.
- We have substantially completed our audit work in respect of the financial statements for the year ended 31 December 2019 and anticipate issuing an unqualified audit opinion.
- This report covers those matters we believe to be material in the context of our work.

Audit scope

The scope of our work, as agreed in our Engagement Letter, was to carry out an audit in accordance with International Standards on Auditing (UK and Ireland) of the charity's financial statements prepared under United Kingdom Generally Accepted Accounting Practice (UK GAAP), Companies Act and the requirements of the Charities SORP.

In addition it was to form an opinion on whether:

- The financial statements give a true and fair view of the state of the charity's affairs as at 31 December 2019 and of the surplus or deficit for the year then ended;
- The financial statements have been properly prepared in accordance with UK GAAP, Companies Act 2006 and the Charities SORP;
- The information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements and in accordance with applicable legal requirements.

We are also required to consider whether:

- Adequate accounting records have been kept by the charity, or returns adequate for our audit have not been received, or
- The financial statements are not in agreement with the accounting records and returns, or
- Certain disclosures of any trustees' remuneration specified by law are not made, or
- We have not received all the information and explanations we require for our audit, or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the directors' report and take advantage of the small companies exemption from the requirement to prepare a strategic report.

Ferring Country Centre Limited

Report to the trustees

Introduction and terms of reference

Key accounting and audit matters

- None.

Materiality and unadjusted differences

- Materiality is considered to be £35,000 for the financial statements as a whole;
- However, we are required to bring to your attention any audit adjustments that we have identified but which management are not proposing to adjust above the clearly trivial figure of £1,500.

Systems and controls

- As part of our audit procedures we have documented the processes and controls on, and performed walkthrough tests of, the key transaction streams that impact the financial statements.
- We should point out that, as the purpose of the audit is to form an opinion on the charity's financial statements, our examination cannot necessarily be expected to disclose all shortcomings in systems and controls.
- Significant issues which we wish to bring to your attention as a result of the work we have performed are set out on in the relevant section of this report.

Fraud and error

- We have considered the risk of material misstatement due to fraud and error.
- We have also made enquiries of management and trustees as to whether there has been any fraud or unadjusted error during the period under review. Management and trustees are not aware of any fraud or unadjusted error.

Ferring Country Centre Limited Report to the trustees

Audit status and timetable to completion

Audit status

- We have substantially completed our audit work. This report details our main findings.
- The following key areas remain outstanding in respect of our audit:
 - Receipt of post year end management information and budget projects for the year ended 31 December 2020.
 - Receipt of signed letter of representations.
 - Receipt of signed accounts.

Timetable to completion

- The charity's AGM is to be held on 4th June 2020 where the financial statements are to be approved and signed.



Ferring Country Centre Limited

Report to the trustees

Independence

Under Auditing and Ethical Standards, we are required as auditors to confirm our independence to “those charged with governance”. In our opinion, and to be confirmed by you, we consider that for these purposes it is appropriate to designate the trustees as those charged with governance.

Our internal procedures are designed to ensure that all partners and professional staff are aware of relationships that may be considered to bear on our objectivity and independence as auditors. The principal statements of policies are set out in our firm-wide guidance. In addition, we have embedded the requirements of the standards in our methodologies, tools and internal training programmes.

The procedures require that audit engagement partners are made aware of any matters which may reasonably be thought to bear on the firm’s independence and the objectivity of the audit engagement partner and the audit staff. This document considers such matters in the context of our audit for the year ended 31 December 2019.

In addition to our audit work we have provided statutory accounts preparation services to the charity. This presents a potential threat to our independence as auditors as, in part, our audit work will be assessing the output of our accounts preparation services. During the year under review the provision of payroll services transferred to Blue Spire Limited. Similarly, to statutory accounts preparation this presents a potential independence threat. The payroll service is provided by individuals outside of the audit team and all judgements and decisions are taken by management.

Audit regulations recognise that, with smaller organisations such as your charity, a combination of services is often in the client’s best interests and so long as safeguards are in place no significant threat to audit independence arises. One of these safeguards is the existence of informed management who have been identified by the trustees as Hannah Tombs, Nicki King in addition to Linda Clark. We have discussed those safeguards with management and the chair of trustees and they have agreed that they are sufficient to mitigate any material threat to audit independence arising from the preparation, by us, of the statutory accounts for the charity.

We confirm that the firm complies with the APB Ethical Standards and, in our professional judgment, is independent and objective within the meaning of those standards



Ferring Country Centre Limited
Report to the trustees

Key accounting and audit matters

Key audit areas	Description	Auditor response, any recommendations and our conclusion
None		



Ferring Country Centre Limited
Report to the trustees

Adjusted differences

	Statement of financial activities		Balance sheet	
	Expense	Income	Asset	Liability
	£	£	£	£
None				

Please note we have not included adjustments provided by management or those which were agreed and made as part of the accounts preparation

Ferring Country Centre Limited
Report to the trustees

Unadjusted differences – in excess of the clearly trivial figure

		Statement of financial activities		Balance sheet	
		Expense	Income	Asset	Liability
		£	£	£	£
1.	Dr Accrued income Cr Gift aid recoverable Being gift aid due on donations to year end 31.12.19		2,183	2,183	
2.	Dr Wages & salaries Cr Accruals Dr Opening reserves Being the inclusion of holiday pay accrual for unused holiday	590		4,199	4,789
3.	Dr Other debtors Cr Trade creditors Being the reclassification of debit balances within trade creditors			2,442	2,442

Ferring Country Centre Limited

Report to the trustees

Current developments

Title	Summary	Impact on the charity
<p>Updated guidance from the Charity Commission</p>	<p><u><i>Coronavirus (COVID-19) guidance for the charity sector</i></u> The Charity Commission have provided various guidance for charities for how to operate during the changing landscape caused by the pandemic plus guidance on how to manage financial difficulties caused and risks of fraud.</p> <p><u><i>Reporting a serious incident in your charity when it involves a partner</i></u> Published 19 December 2019 the Charity Commission issued guidance on when to report incidents involving the charity's partners as a serious incident.</p> <p><u><i>Protect your charity from fraud and cyber crime</i></u> Last updated on 25 October 2019 the Charity Commission provides information about fraud and cyber crime, how to spot it and when you can protect against it.</p> <p><u><i>Safeguard and protecting people for charities and trustees</i></u> The Charity Commission updated their guidance on 22 October 2019 on what to do to protect people who come into contact with charity through its work from abuse or mistreatment of any kind.</p>	<p>No specific impact, however useful information.</p>