

Charity registration number 1088236

Company registration number 04263352 (England and Wales)

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Clive Harrold Malcolm Jones Mary Vyvyan Gail Hunt Karon Clark Lucy Maggs Ruth Mounstephen
Secretary	Kate Prosser
Charity number	1088236
Company number	04263352
Principal address	Bosence Farm 69 Bosence Road Townshend HAYLE Cornwall TR27 6AN
Registered office	Bosence Farm 69 Bosence Road Townshend HAYLE Cornwall TR27 6AN
Auditor	RRL LLP Peat House Newham Road TRURO Cornwall TR1 2DP
Bankers	Lloyds Bank Birmingham OSC Ariel House 2138 Coventry Road SHELDON B26 3JW
Solicitors	Stephens Scown LLP Osprey House Malpas Road TRURO Cornwall TR1 1UT

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

CONTENTS

	Page
Trustees' report	1 - 9
Statement of trustees' responsibilities	10
Independent auditor's report	11 - 14
Statement of financial activities	15
Balance sheet	16
Statement of cash flows	17
Notes to the financial statements	18 - 33

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2022

The trustees, who are directors for the purposes of company law, are pleased to present their report and financial statements for the year ended 31 March 2022. This report is a combined annual report containing a directors' report as required by company law.

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 Memorandum and Articles of Association, the Companies Act 2006 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).

Objectives and activities, achievements and performance

The broad object of the charity is "To relieve poverty, sickness, distress, and the provision of temporary accommodation for those in necessitous circumstances with particular regard to those who are affected by addiction to drugs and alcohol misuse". In the furtherance of these objects the charity provides suitable accommodation, counselling, education, support and information to drug and alcohol misusers, together with their friends and relatives. The charity also promotes training and research into the dangers arising from the habitual or other uses of drugs and alcohol. In addition, the charity promotes and provides the development of new facilities pertaining to the treatment and rehabilitation of drug and alcohol misusers and prevention of drug and alcohol misuse.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake. In particular the trustees consider how planned activities will contribute to its aims and objectives.

The charity's activities deliver public benefit as follows:

Bosence Farm is a residential substance misuse treatment service, registered with the Care Quality Commission. The charity currently offers two services: Bosence Rehab and Bosence Detox. These services are supported by our horticultural and volunteer programmes. The Young People and Families service was suspended in March 2020 to allow the building to be used as a quarantine area for new admissions due to the COVID-19 Pandemic. This remains the case for the 2022/3 financial year but the future need and viability of the service will be kept under regular review. During 2022 we have refurbished the Young People and Families building to convert all 5 rooms to en-suite bedrooms in order to better support other areas of our core activities.

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Bosence Rehab

The length of stay at Bosence Rehab is usually 12 weeks for people funded by the drug and alcohol treatment system, although longer and shorter stays are available where appropriate.

Bosence Rehab provides residential treatment for up to 15 individuals who are actively in recovery from alcohol and/or drug dependency. The community offers those choosing to work a 12 Step programme a safe and tranquil environment to both begin and enhance personal recovery. Bosence Rehab offers a wide range of skill development, including life-skills, resettlement and aftercare support. All elements are aimed at empowering individuals to achieve personal goals and live independently, without the need to resort to alcohol or other drugs, by the time they leave.

During the 2021/22 financial year, we provided 72 episodes of treatment (62 in 2020/21). Of the 61 people who left the service in the period, 40 were planned resettlements. This represents a successful completion rate of 65.6% compared to 51.8% in the previous year. Outcomes of service users completing their course of treatment have improved this year despite the challenges presented by COVID-19 to individuals and the service.

Average occupancy for the full year increased to 10.7 compared with 8.3 in the previous year. Demand and referral levels have increased during the course of the year, with longer waits than are desirable due to high demand. As a result, we are considering options to extend the number of places we have available for rehabilitation in the coming year. By employing a Business Development Manager last year, we increased our efforts to identify new business and revenue streams both within and outside of Cornwall to ensure we build the organisations sustainability in the longer term. Our efforts to diversify our customer base has led to us now having around a 50:50 split between in county and out of county service users in treatment.

Bosence Detox

This "inpatient service" providing detoxification, stabilisation and assessment for drug and alcohol addiction opened in May 2010. The average length of stay is around 4 weeks but service users may stay up to six weeks and either move on to residential rehabilitation or return to the community. We have since the beginning of the Covid-19 pandemic been utilising the former Young people and Family service building to extend the number of places we have available for inpatient provision.

During 2021/22 financial year, Bosence Detox's average occupancy has reduced on previous years to 11 (11.2 in 2020/21). This is due to restrictions in numbers of admissions during the year as a result of COVID-19 – we have only been able to admit a maximum 5 service users per week which has had a significant impact on our overall occupancy; and due to several Covid-19 outbreaks which lead to the service having to close to admissions for a short period each time. 237 episodes of treatment were delivered (219 in 2020/21), 226 (202 in 2020/21) people were discharged with 177 (158) of this total completing their course of treatment. This represents a successful completion rate of 78.3% (78.2% in the previous year). The complexity of the problems some service users experience when coming into treatment continues to increase. We commissioned a review of the psychosocial programme to better meet the unique needs of individuals undergoing detoxification and stabilisation and to ensure a research and evidence focussed treatment approach. The new Bespoke programme was implemented in the May 2019 and indications from review to date has shown that this has been popular and well received by the service users and successful in building ongoing resilience for service users post treatment.

Bosence Detox has now established itself as an integrated part of the wider Cornwall treatment system. We are increasing out of county and private business through the employment of a Business Development Manager. Bosence Detox continues to develop towards its goal of becoming a centre of excellence, at the forefront of innovative drug and alcohol treatment, and continues to be cited by the service Commissioner as having a strong learning culture.

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Bosence Young Person & Family

The Young Person & Families Service was suspended at the start of the Covid-19 pandemic in order to use the building as an admissions / isolation unit for adults entering our inpatient detox, stabilisation and assessment unit. Following a Board review in 2021, the charity decided not to reopen the Young Person's service for the foreseeable future, and to use the space for other core objectives. The Young Person's service had opened in 2017, in the building adjacent to Bosence Detox, working with young people who were experiencing substance misuse problems whose complexity requires a more intensive treatment approach that could not be met in their communities. Throughout its 3 years of operation we had struggled with limited appropriate referrals to make the service viable and identifying funding within the short window of opportunity to work with many of them was often challenging. We are currently looking into an academic study of all that was learnt during the time so that this information will not be lost and can be shared with other services.

To reach the decision regarding the future of the Young Person & Family service, a working group was established by the Board at its first Strategy Meeting of 2021. The group was tasked with reviewing the question of re-opening the service to young people in the next financial year. The Working Group explored the current landscape in respect of substance misuse detoxification services for young people using. Based on the evidence available, the Working Group concluded that the service was not currently viable and strongly recommended that the Board defer embarking upon any further delivery of these services until at least January 2023. The Working Group will continue to keep appraised of the local/national need for such a service and will ensure future options for working with young people is kept under review.

With the aid of a number of grants, work on remodelling the interior of the small unit that had housed the Young Person's service and the adult quarantine began in December 2021 to ensure it was capable of working with greater diversity of needs. The unit was reopened in early May 2022, with five en-suite bedrooms, and is currently being used as an annexe to the main adult detoxification, stabilisation and assessment service to assist with reducing the backlog of referrals as swiftly as possible.

Volunteer Programme

The volunteer programme was suspended for the greater part of the COVID-19 pandemic and both staff and residents alike really missed their contribution. Our volunteers have thankfully been able to return and help or lead sessions with residents in gardening, music, drawing and peer mentoring. We hope to grow our volunteer programme and aim to attract new volunteers, principally through the Volunteer Cornwall website.

Land Programme

The land project at Bosence is now into its fourth year. A forest garden has been established in an area previously dominated by dock plants. The forest garden consists of 21 different types of fruit and nut bearing trees and shrubs. Altogether, over 50 trees have been planted in this area. Interspersed within the forest garden are wildflower areas, with at least 20 different plant species present. This adds great colour to the garden as well as being beneficial to wildlife. A wildlife pond, rich in both flora and fauna, adds another dimension to the forest garden. Located in a sunny corner, it attracts several species of both dragonflies and damselflies. Species richness at the pond is 30+, making it an important feature for wildlife. An herb spiral planted with 12 different types of herb provides a further point of interest and is utilised as an educational resource as part of our ecotherapy programme. Our vegetable garden and two polytunnels provide us with a wide range of fresh organic produce which we use in our kitchens. We grow both summer and winter crops, so we have a supply of fresh produce throughout the year.

Our 12 acres of woodland is home to several native mammal species, with much of it being completely undisturbed wet woodland, a habitat of conservation importance. A trail through the drier portion of the woodland provides access and allows us to utilise the space for forest bathing and mindfulness sessions. Work has been carried out to improve the habitat for woodland flora and fauna as well as to enhance its aesthetic appeal. Our 5-acre meadow is home to early purple orchids, yellow bartsia, vetches and hairy tare. The land is linked to both the detoxification and rehabilitation programmes by way of our ecotherapy programme. Biological monitoring of the site has recorded more than 100 animal species and over 70 species of plants, including gold-ringed dragonfly, blackcaps and otter.

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

CQC Rating

Our services received their first rated inspection by the Care Quality Commission in December 2018 and as a result of a positive inspection, were rated "Good".

The 'Sanctuary' building continues to be a valuable asset in many aspects of the work undertaken at Bosence Farm, being used for private meditation and prayer, relaxation groups, training and other meetings. However, the building is without plumbing or adequate heating, so is not suitable for the growing needs of the services. We gained planning permission and have been working with a local architect to replace it, in order to make the building more accessible and usable, but the plans for this were put on hold at the start of Covid and are being reviewed to ensure they meet the requirements of the rehab expansion plans. New plans will include office space, a training/conference facility as well as an accessible lavatory, and kitchen facilities. Grant funding will be sought this year to enable this, with partial funding already pledged, and we hope to work with a local community interest partnership for the actual build.

Financial review

The financial activities and results for the year are shown in the statement of financial activities on page 15.

Reserves policy

The charity's reserves policy was initially set in January 2005 and included the creation of designated reserves, namely, the Bosence Farm Reserve (for residents' accommodation and wholly represented by fixed assets). On an annual basis the trustees consider and review the needs of the charity and designate funds for specific future purchases, services or projects. In addition they have also chosen to designate six months of operating costs to ensure the continuity of the charity. The trustees review the designated funds regularly throughout the year.

The total funds of the charity at 31 March 2022 were £3,506,957 (2021: £3,395,439). The amount of these funds that were restricted and not available for the general purposes of the charity at 31 March 2022 were £1,865,820 (2021: £1,832,508). Of the remaining reserves held, a total of £1,205,617 (2021: £1,171,201) have been designated for various projects, as detailed. Funds that can only be realised by disposing of tangible fixed assets at 31 March 2022 amount to £1,821,386 of restricted funds and £507,854 of unrestricted funds.

At 31 March 2022, the amount of reserves the charity held that were not restricted, designated or represented by fixed assets were £331,334 (2021: £271,793). The aim is to have a free reserve figure to mitigate risk.

Going Concern

The trustees have discussed their ability to predict that the charity is a going concern for the next 12 months. We report that, in our opinion:

- there continues to be high demand for the services offered;
- the free and operating reserves are sufficient to cover an unknown scenario with relation to the current and possible continuation of the Covid-19 pandemic; and
- we have no other knowledge that puts the organisation at risk.

Therefore, subject to an unknown, unpredictable situation occurring, the trustees have good reason to believe that the charity will be a going concern for the next 12 months from the date of approval of this report.

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Principal funding sources

The funding sources of the Charity, in addition to non-recurring grant funding, are Cornwall Council through the Complex Needs Support and Drug and Alcohol Action Team, income from private and out-of-county residents and housing benefit from Cornwall Council.

Fundraising continued through 2021-2022 and applications were made to funding bodies, charitable trusts and foundations were made to support existing work and capital developments. Emergency support to cover income reduction as a result of Covid were not as available but funding was available to strengthen service delivery and build sustainability and increased resilience for the future. Cornwall Council continued to make additional grants available to help cover expenses and loss of income resulting from COVID-19 during 2021 and 2022, which included grants to assist with infection control, Covid testing, workforce retention and working with rough sleepers.

The fundraising strategy will be maintained and developed through the coming year with a clear focus on our existing sources of support and a strong emphasis on building long-term relationships with funders and developing effective methods of communication with the local community, supporters, volunteers and individual donors.

The Board extends its sincere thanks to the following for their generous support over the last year:

- Cornwall Council Contain Outbreak Management Fund for a grant of £89,176 towards the cost of installing new en-suite bathrooms and a further grant of £47,000 to assist with a deficit in the building budget.
- The Garfield Weston Foundation for a grant of £15,000 to support Covid-19 costs.
- The Worshipful Company of Girdlers for their ongoing support and for confirming a pledge of £10,000 each year for three years towards the salary of the Detox Unit Team Leader. Also, for a donation of £1,160 from The Jock French Fund towards the cost of new door alarms.
- The Duchy Health Charity for agreeing to divert pledged funding of £18,500 to the bathroom conversion project.
- The National Lottery Reaching Communities grant of £76,500 over 3 years to support the We Can Grow Project. (£25,500 received August 2021)
- The Tanner Trust for a grant of £3,000 to support the "We Can Grow Project"
- The B&Q Foundation for a grant of £5,000 towards the costs of clothing and hygiene.
- Cornwall Community Crisis Fund for a grant of £1,920 to pay for online "Mindfulness" training for staff and volunteers.
- We remain indebted to the Chapel Street Methodist Church in Penzance for their long-standing and valued support and further donation this year of £250.

We are always sincerely grateful and honoured to receive bequests from the families of former service users.

Investment policy

The trustees have considered the most appropriate policy for investing funds and believe that the current arrangements, of investing in low risk deposit-based accounts, are satisfactory.

The charity has deposit accounts with Santander and Saffron Building Society which earn monthly interest. In addition, the charity holds the following savings accounts:

- A one year fixed rate business saving account is held with Aldermore.
- A 95 Day Notice Business Savings Account with Cambridge & Counties.
- A 100 Day Notice Charity & Trust Account with Shawbrook Bank.

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Risk assessment

The major risks, to which the Charity is exposed as identified by the Trustees, are regularly reviewed and systems or procedures have been established to manage those risks. The charity maintains an active Business Risk Register to keep potential risks in review, and anything new or newly active is raised at each Board meeting and finance subcommittee meeting; any new or current risks are addressed there, and either managed or added to the Business Risk Register, with appropriate actions

With an EU funded business coaching programme, the charity has continued working on a 6-year strategic plan to include Business development, differentiation, diversification and partnerships - developing and implementing a proactive business development and diversification strategy and tactical plan to achieve the increased occupancy and financial targets detailed in the Strategic Aims. This has been continually revised to include the impact of COVID-19

One risk that is kept under constant reviews is that of significant changes in funding from Cornwall or Plymouth local authorities, which have been principle sources of funding. The management team and Board representative meet regularly with the service commissioners to discuss budgets and commissioning intentions so we are able to forward plan, and we currently hold a contract for detox with a local authority consortium comprised of Cornwall, Plymouth, Torbay and Dorset and meet monthly with them to review process and gain feedback.

In September 2019, the charity employed a Business Development Manager on a fixed term contract to grow sources of referral (both state-funded and private); this has been achieved very effectively, with a significant increase to both referral numbers and sources of referrals. The post has now been made permanent and is an intrinsic part of the agreed strategic direction. With new contracts (other local authorities and organisations etc) joining throughout the year as a result of his work, we have had continued growth and diversification of funding sources. Despite the cuts in state funding, in many areas there is a commitment for specified funding for the next 3 - 4 years as part of framework agreements, but the area is one that we will monitor closely in order to adapt the 6-year Strategic Plan to adapt to any funding policies changes.

The Charity employees a part time fundraiser to provide additional unrestricted income towards running costs and to fund capital projects to enable growth, expansion and development of new and existing services. This also forms part of the strategy to address the risk of decreasing state funding. Grant funding and donations are not taken for granted and non-agreed funding is not built into the annual budget.

A marketing strategy targeting commissioning groups and other audiences had individualised approaches, was agreed in 2019, with the aim of enacting it in the 2020/21 financial year. Many of the active engagement tasks in the strategy were put on hold during the pandemic whilst the charity had restricted capacity to admit and a significant waiting list, however a lot of the foundation work has already been put into place so the plan could be reviewed and rolled forward. The plan links directly to the aims of the 6-year strategic plan, and the Board will measure its success against those objectives.

The Trustees and Management Team schedule regular Strategy Days; these were paused during Covid, but two 'in person' meetings were held in 2021 to discuss and agree a new, post-pandemic Strategic Direction, taking into account all of the learning from the past two years. Part of the agenda for these days involved reviewing and assessing any major risks, considering what new opportunities may be available, and agreeing what strategic choices should be considered. This new direction has been adopted. The strategic plan to execute the strategy is currently being produced, and the objectives from this will link into a new operational plan.

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Coronavirus / Covid 19

The onset of the Coronavirus and subsequent changes to admission policies to limit risk to service users and staff continued to impact on the plans and budget for 2021/22, which was agreed with what was, in hindsight, a somewhat optimistic view of the easing of the need for such restrictions as the year progressed. Having avoided any cases on site in the first 18 months, the 'lesser' but more transmissible variants caused a number of staffing issues and forced us to cancel admissions and isolate a number of times across the year, therefore reducing our average occupancy over the year. We were fortunate to have the strong support and working links with Cornwall Council, and advice and support from the Office for Health Improvement and Disparities (DHSC) and the CQC to help us ensure any cases on site were immediately contained.

The management team continued to revise the budget throughout the year based on anticipated and actual losses sustained from the new working practices, and have been supported by Covid-19 grants administered by Cornwall Council, and designed by the Government to support the safe continuation of essential services, with the increased costs to do so. The fundraiser has been looking forward and has been able to find grants to both assist with core costs during Covid, but also to reset for business post-pandemic. The latter has included funding the reconfiguration of the former Young Person's unit to make sure we could address our long waiting lists as efficiently as possible, and best meet the current and future needs of our service users.

The Trustees and financial sub-committee continued to closely monitor the Charity's legal responsibilities to ensure they were met, whilst balancing protecting its charitable assets and safeguarding vulnerable beneficiaries of the service. Quarantining new admissions not only limited the number of service users we could support but added additional pressure to the charity's resources.

The Board have been able to meet regularly via video link, and have supported the implementation of dynamic plans for future risks and opportunities, where the operational team continued to respond quickly and with imagination to events. Trustees have scrutinised regular management accounts with revised forecasts, and closely monitored the changing risks in order to meet the challenges faced by the charity. They have continued to support the staff that have worked throughout the crisis to ensure that their wellbeing is also at the forefront, including finding better ways of keeping in touch with shift and weekend workers, recognising, rewarding and communicating effectively with all staff.

Health & Safety

Health and safety is a standard item on the agenda for all Board meetings and it is, therefore, very much ongoing. The organisation was certified under OHSAS 18001: 2007 (Health & Safety) in August 2014. In 2019 we migrated across to the revised standard and were successfully accredited against the new standard of ISO 45001.

Gail Hunt is the Health and Safety 'Champion' on the Board. Operationally, the service manager, Jeremy Booker acts as the designated Health and Safety Officer, with the CEO, Kate Prosser having overall responsibility. Both, along with Central Services Team Leader, Jackie Rushbrooke, hold current qualifications in Level 3 Health & Safety in the Workplace. A full external review of the Health and Safety procedures was undertaken in April 2021, as well as an internal audit in November. The annual ISO assessment was carried out in April 2022, and we remain compliant with ISO 45001, with no non-conformances identified.

We have a Health and Safety Committee, chaired and run from within the workforce, with annual external reviews of our processes as part of an ongoing programme. Jeremy Booker chairs the Health and Safety Committee.

The organisation employs the services of Peninsula, who provide quarterly site assessments, a helpline for any specific queries, and access to the services of Business Safe Online, which is set up for health and safety systems, support and advice. In addition they provide HR support.

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Plans for the future

The charity's strategy has, at its heart, its residents. Every one of them is an individual, with individual experiences, aspirations and needs. It is our job to understand these needs and, in line with our mission statement, to provide safe, high quality and accessible services which help our residents achieve their full potential.

In November 2021, the Board agreed our current Strategic Direction with the following key themes:

1. Return to core business and build on these strengths
2. New models of care and caring through the development of Eco Systems*
3. Evidence-based practice and collation of internal knowledge bank for continuous improvement and professionalism
4. Strong cultural thread predicated upon strengths and healthy environments for all
5. Partnership and alliances

**Eco System – Interconnected system working together*

Work is currently taking place to build the new Strategic Plan based on from this, and the next Operational Plan will link directly into the targets set within the Strategic Plan.

Structure, governance and management

The charity was incorporated as a company limited by guarantee on 2 August 2001, its registration number being 04263352. It is governed by a Memorandum of Association and Articles of Association.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Charity registration

The company was registered by the Charity Commission as a charity and entered in the Central Register of Charities on 28 August 2001. The registered number is 1088236.

Operation

The company commenced on 1 March 2002.

Trustees

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Clive Harrold

Malcolm Jones

Mary Vyvyan

Gail Hunt

Karon Clark

Claire Waldie

(Resigned 5 April 2021)

Lucy Maggs

Ruth Mounstephen

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Appointment of trustees

Trustees are appointed in line with our policy 'HR 38 Trustee Recruitment Policy and Procedure'. When potential trustees are identified they are invited to the Farm to meet with the Director and learn more about the services provided. If they are interested they complete a Personal Information Form and the contents of that form are discussed at an ordinary meeting of trustees. If the Board agrees then the Company Secretary invites that person to become a trustee. The Company Secretary supplies a copy of the Job Description for Trustees, the Board's Prospectus, the Board's Mission and Values statement, the Twelve Steps recovery programme, the Charity Commission booklet entitled 'The Essential Trustees' and Companies House booklet entitled 'Directors and Secretaries Guide'. At that same meeting the Board agrees the year for retirement should that person accept office because trustees retire by thirds. If the interested person decides to take office then he/she is invited to attend the next Board meeting.

Induction and training of trustees

A new trustee will be offered a full induction into the work of the charity and of the board.

When the new trustee has attended two board meetings they will be invited to review their training and development needs. A plan will be agreed as necessary to ensure the appropriate training and development takes place. A growing, online resource library, including access to previous minutes and various explanatory documents, is available to trustees. The induction programme for new trustees will mirror that for new employees.

Organisation

The board of trustees administers the charity. The board meets every two months and there is a Sub-Committee for Finance and General Purposes. A CEO is appointed by the Board to manage the day to day operations of the Charity. The CEO has delegated authority, within terms of delegation approved by the board, for operational matters. At the Annual General Meeting each year the board authorises the Chairman and the Vice-Chairman, in consultation with the Company Secretary and Company Treasurer, to act on matters of urgency between board meetings, with the Chairman of Finance and General Purposes Sub-Committee being included in the consultation when financial matters are involved, except that the entering into of contracts is reserved to the board. Management reports are prepared for the board on a monthly basis. These reports are monitored by the Finance and General Purposes Sub-Committee and then by the board.

The senior management team comprise of the CEO (Kate Prosser) and Operations Manager (Jeremy Booker).

Arrangement for setting key management personnel remuneration

The trustees have regard for pay comparability for all staff and this comes very much into focus when recruiting new staff members, with information taken from recruitment websites and other channels.

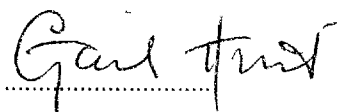
Auditor

In accordance with the company's articles, a resolution proposing that RRL LLP be reappointed as auditor of the company will be put at a General Meeting.

Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

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



Trustee

G HUNT

Dated: 22.12.2022



C HARROLD

TRUSTEE

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2022

The trustees, who are also the directors of Bosence Farm Community Limited (Limited by Guarantee) for the purpose of company law, are responsible for preparing the Trustees' Report 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

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;
- 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

Opinion

We have audited the financial statements of Bosence Farm Community Limited (Limited by Guarantee) (the 'charity') for the year ended 31 March 2022 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 March 2022 and of its incoming resources and application of resources, 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 charity 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.

The impact of macro-economic uncertainties on our audit

Our audit of the financial statements requires us to obtain an understanding of all relevant uncertainties, including those arising as a consequence of the effects of macro-economic uncertainties such as Covid-19 and Brexit. All audits assess and challenge the reasonableness of estimates made by the directors and the related disclosures and the appropriateness of the going concern basis of preparation of the financial statements. All of these depend on assessments of the future economic environment and the company's future prospects and performance.

Covid-19 and Brexit are amongst the most significant economic events currently faced by the UK, and at the date of this report their effects are subject to unprecedented levels of uncertainty, with the full range of possible outcomes and their impacts unknown. We applied a standardised firm-wide approach in response to these uncertainties when assessing the company's future prospects and performance. However, no audit should be expected to predict the unknowable factors or all possible future implications for a company associated with these particular events.

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

In our evaluation of the directors' conclusion, we considered the risks associated with the company's business, including effects arising from macro-economic uncertainties such as Covid-19 and Brexit. We analysed how those risks might affect the company's financial resources or ability to continue operations over the period of at least twelve months from the date when the financial statements are authorised for issue. In accordance with the above, we have nothing to report in these respects.

However, as we cannot predict all future events or conditions and as subsequent events may result in outcomes that are inconsistent with judgements that were reasonable at the time they were made, the absence of reference to a material uncertainty in this auditor's report is not a guarantee that the company will continue in operation.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. 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. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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 our audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' 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 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' exemptions in preparing the trustees' 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 charity for the purpose 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 charity'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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

As part of our audit work, we obtained an understanding of the legal and regulatory frameworks applicable to the charity and the sector in which they operate. We determined that the laws and regulations surrounding the safeguarding of vulnerable groups were most significant to the charity as well as the laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities Act 2011, the Companies Act 2006 and compliance with the Charities Statement of Recommended Practice.

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

The specific procedures for this engagement and the extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below:

- Obtain a understanding of the legal and regulatory frameworks applicable to the charity and the sector in which they operate. We determined that the following laws and regulations were most significant: the Charities Act 2011, the Companies Act 2006 and the safeguarding of vulnerable groups;
- Review of the disclosures in the financial statements and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- Enquiries of management concerning actual and potential litigation and claims;
- Performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- Reviewing minutes of trustee meetings and correspondence with regulators;
- Performing audit work in connection with the risk of management override of controls, including testing journal entries for reasonableness and evaluating the business rationale of significant transactions outside the normal course of business.

We also communicate relevant identified laws and regulations and potential fraud risk to all engagement team members and remain alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>. 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 auditors' 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.

RRL LLP

Mark Williams (Senior Statutory Auditor)
for and on behalf of RRL LLP

2 August 2022

Chartered Accountants
Statutory Auditor

Peat House
Newham Road
TRURO
Cornwall
TR1 2DP

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

		Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
	Notes						
<u>Income and endowments from:</u>							
Donations and legacies	3	162,293	291,205	453,498	575,714	66,750	642,464
Charitable activities	4	1,428,309	-	1,428,309	1,169,572	-	1,169,572
Investments	5	1,969	-	1,969	3,303	-	3,303
Other income	6	-	-	-	880	-	880
Total income		1,592,571	291,205	1,883,776	1,749,469	66,750	1,816,219
<u>Expenditure on:</u>							
Charitable activities	7	1,514,365	155,688	1,670,053	1,601,082	98,548	1,699,630
Other	12	-	102,205	102,205	-	-	-
Total resources expended		1,514,365	257,893	1,772,258	1,601,082	98,548	1,699,630
Net incoming resources before transfers		78,206	33,312	111,518	148,387	(31,798)	116,589
Net income for the year/ Net movement in funds		78,206	33,312	111,518	148,387	(31,798)	116,589
Fund balances at 1 April 2021		1,562,931	1,832,508	3,395,439	1,414,544	1,864,306	3,278,850
Fund balances at 31 March 2022		1,641,137	1,865,820	3,506,957	1,562,931	1,832,508	3,395,439

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

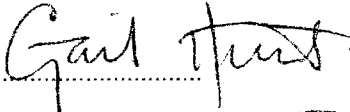
BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

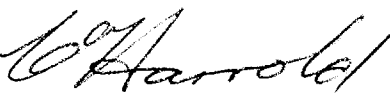
BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	13		2,329,240		2,343,283
Current assets					
Debtors	14	289,796		135,262	
Cash at bank and in hand		1,009,089		1,054,870	
		<u>1,298,885</u>		<u>1,190,132</u>	
Creditors: amounts falling due within one year	15	<u>(121,168)</u>		<u>(137,976)</u>	
Net current assets			1,177,717		1,052,156
Total assets less current liabilities			<u>3,506,957</u>		<u>3,395,439</u>
Income funds					
Restricted funds	18		1,865,820		1,832,508
<u>Unrestricted funds</u>					
Designated funds	19	1,205,617		1,171,201	
General unrestricted funds		<u>435,520</u>		<u>391,730</u>	
			1,641,137		1,562,931
			<u>3,506,957</u>		<u>3,395,439</u>

The financial statements were approved by the Trustees on 27.11.2022


Trustee G HUNT


C HARROLD
TRUSTEE

Company registration number 04263352

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Cash flows from operating activities					
Cash generated from operations	27		98,959		244,094
Investing activities					
Purchase of tangible fixed assets		(146,709)		(20,084)	
Proceeds on disposal of tangible fixed assets		-		880	
Interest received		1,969		3,303	
Net cash used in investing activities			(144,740)		(15,901)
Net cash used in financing activities			-		-
Net (decrease)/increase in cash and cash equivalents			(45,781)		228,193
Cash and cash equivalents at beginning of year			1,054,870		826,677
Cash and cash equivalents at end of year			1,009,089		1,054,870

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

Charity information

Bosence Farm Community Limited (Limited by Guarantee) is a private company limited by guarantee incorporated in England and Wales. The registered office is Bosence Farm, 69 Bosence Road, Townshend, HAYLE, Cornwall, TR27 6AN.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 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). The charity is a Public Benefit Entity as defined by FRS 102.

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 certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

The trustees have discussed their ability to predict that the charity is a going concern for the next 12 months. In their opinion:

- there continues to be high demand for the services offered;
- the free and operating reserves are sufficient to cover an unknown scenario with relation to the current and possible continuation of the Covid-19 pandemic; and
- they have no other knowledge that puts the organisation at risk.

Therefore, subject to an unknown, unpredictable situation occurring, the trustees have good reason to believe that the charity will be a going concern for the next 12 months from the date of approval of the financial statements. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

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

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 donation, 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.

Investment income is recognised on a receivable basis.

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

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.

In accordance with the Charities SORP (FRS 102), the time provided by general volunteers is not recognised. More information about volunteers' contributions is included in the trustees' report.

Grants, including government grants, are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor imposed conditions which must be met before the charity has unconditional entitlement.

1.5 Resources expended

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

All resources expended are inclusive of irrecoverable VAT.

Costs of generating funds are the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustee's meetings and reimbursed expenses.

1.6 Tangible fixed assets

Tangible fixed assets costing £1,000 or more are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

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:

Freehold buildings	2% per annum on cost
Motor vehicles	20% per annum on cost
Fixtures and fittings	20% per annum on cost
Computers	33.33% per annum on cost

Freehold land is not depreciated.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

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).

1.8 Cash and cash equivalents

Cash and cash equivalents 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 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 a 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. Amounts 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.

1.10 Taxation

The company is a registered charity and is therefore generally exempt from income tax and capital gains tax on its charitable activities.

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

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 these 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.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Donations and gifts	1,805	-	1,805	3,196	-	3,196
Legacies receivable	-	-	-	22,069	-	22,069
Government and other grants	160,488	291,205	451,693	550,449	66,750	617,199
	<u>162,293</u>	<u>291,205</u>	<u>453,498</u>	<u>575,714</u>	<u>66,750</u>	<u>642,464</u>
Grants receivable for core activities						
Government grants	160,488	206,125	366,613	458,823	-	458,823
Grants - other agencies	-	85,080	85,080	91,626	66,750	158,376
	<u>160,488</u>	<u>291,205</u>	<u>451,693</u>	<u>550,449</u>	<u>66,750</u>	<u>617,199</u>

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

3 Donations and legacies

(Continued)

The total amount of government grants recognised in the financial statements was £366,613 (2021: £458,823).

The following grants have been received from Cornwall Council: £32,636 (2021: £450,623) emergency funding has been issued to help essential services during the national lockdown and COVID-19 outbreak, £127,852 (2021: £8,200) to help assist with additional infection control costs, £136,255 (2021: £Nil) towards the costs of alterations to the admissions unit and £69,870 (2021: £Nil) has been received towards the cost of treatment to rough sleepers.

4 Charitable activities

	2022 £	2021 £
Miscellaneous income	1,640	5,616
Young People/Family Unit Service fees	-	253
Detox Centre fees	950,069	760,356
Rehab Centre Service fees (including client contributions)	476,600	403,347
	<u>1,428,309</u>	<u>1,169,572</u>

5 Investments

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Interest receivable	<u>1,969</u>	<u>3,303</u>

6 Other income

	Total 2022 £	Unrestricted funds 2021 £
Net gain on disposal of tangible fixed assets	<u>-</u>	<u>880</u>

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

7 Charitable activities

	Unrestricted Fund £	Restricted Fund £	2022 £	2021 £
Staff costs	944,943	105,370	1,050,313	1,052,782
Depreciation and impairment	22,841	35,706	58,547	63,771
Consumables	49,596	8,336	57,932	61,645
Other direct costs	37,271	2,616	39,887	42,004
Establishment costs	80,167	-	80,167	93,465
Repairs and maintenance	44,838	3,660	48,498	33,111
Office expenses	18,385	-	18,385	38,937
Motor, travel & subsistence expenses	8,176	-	8,176	5,390
Printing, posting and stationary	9,425	-	9,425	7,042
Advertising and promotion	1,193	-	1,193	1,194
Legal and professional	1,080	-	1,080	1,080
	<u>1,217,915</u>	<u>155,688</u>	<u>1,373,603</u>	<u>1,400,421</u>
Share of support costs (see note 8)	276,537	-	276,537	279,581
Share of governance costs (see note 8)	19,913	-	19,913	19,628
	<u>1,514,365</u>	<u>155,688</u>	<u>1,670,053</u>	<u>1,699,630</u>
For the year ended 31 March 2021				
Unrestricted funds				1,601,082
Restricted funds				<u>98,548</u>
				<u>1,699,630</u>

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

8 Support costs

	Support costs	Governance costs	2022	2021
	£	£	£	£
Staff costs	248,804	13,338	262,142	268,430
Office expenses	409	-	409	763
Sundry and other costs	8,529	-	8,529	2,814
Motor, travel and subsistence expenses	233	-	233	721
Advertising and promotion	4,435	-	4,435	6,833
Legal and professional costs	13,166	-	13,166	12,970
Bank charges	961	-	961	788
Audit fees	-	2,500	2,500	2,500
Accountancy	-	4,075	4,075	3,390
	<u>276,537</u>	<u>19,913</u>	<u>296,450</u>	<u>299,209</u>
Analysed between				
Charitable activities	<u>276,537</u>	<u>19,913</u>	<u>296,450</u>	<u>299,209</u>

9 Trustees

During the year Nil (2021: Nil) trustee was reimbursed for sundry travel and subsistence expenses totalling £Nil (2021: £Nil). At the year end there was £Nil owing to the trustee (2021: £Nil).

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

No trustees (or any persons connected with them) received any other benefits from the charity during the year.

10 Auditor's remuneration

The analysis of auditor's remuneration is as follows:

	2022	2021
	£	£
Audit of the charity's annual accounts	2,500	2,500
	<u>2,500</u>	<u>2,500</u>

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

11 Employees

Number of employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Charitable activities	39	40
Central services	8	8
Governance	1	1
	<u>48</u>	<u>49</u>

Employment costs

	2022 £	2021 £
Wages and salaries	1,208,161	1,212,167
Social security costs	82,384	85,560
Other pension costs	21,910	23,485
	<u>1,312,455</u>	<u>1,321,212</u>

In addition to the above costs, there were termination costs totalling £Nil during the year (2021: £15,000),

The number of employees whose annual remuneration was £60,000 or more were:

	2022 Number	2021 Number
60,000 - 70,000	<u>1</u>	<u>1</u>

12 Other

	2022 £	2021 £
Net loss on disposal of tangible fixed assets	102,205	-
	<u>102,205</u>	<u>-</u>

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

13 Tangible fixed assets

	Freehold land and buildings	Motor vehicles	Fixtures and fittings	Computers	Total
	£	£	£	£	£
Cost					
At 1 April 2021	2,772,124	27,020	222,452	36,516	3,058,112
Additions	146,709	-	-	-	146,709
Disposals	(113,560)	-	-	-	(113,560)
At 31 March 2022	2,805,273	27,020	222,452	36,516	3,091,261
Depreciation and impairment					
At 1 April 2021	459,684	12,580	208,785	33,780	714,829
Depreciation charged in the year	40,447	4,852	11,880	1,368	58,547
Eliminated in respect of disposals	(11,355)	-	-	-	(11,355)
At 31 March 2022	488,776	17,432	220,665	35,148	762,021
Carrying amount					
At 31 March 2022	2,316,497	9,588	1,787	1,368	2,329,240
At 31 March 2021	2,312,440	14,440	13,667	2,736	2,343,283

The gross book value of freehold land and buildings includes £2,282,393 (2021: £2,022,124) of depreciable assets.

In the opinion of the trustees the market value of the land is in excess of its carrying value.

14 Debtors

	2022	2021
	£	£
Amounts falling due within one year:		
Trade debtors	60	289
Other debtors	85,579	-
Prepayments and accrued income	204,157	134,973
	289,796	135,262

15 Creditors: amounts falling due within one year

	Notes	2022	2021
		£	£
Other taxation and social security		25,737	38,878
Deferred income	16	67,785	33,618
Trade creditors		5,138	15,643
Other creditors		3,213	3,317
Accruals		19,295	46,520
		121,168	137,976

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

16 Deferred income

	2022 £	2021 £
Arising from fees received in advance	67,785	33,618
	<u>67,785</u>	<u>33,618</u>
	2022 £	2021 £
Deferred income is included within:		
Current liabilities	67,785	33,618
	<u>67,785</u>	<u>33,618</u>
Movements in the year:		
Deferred income at 1 April 2021	33,618	21,380
Released from previous periods	(33,618)	(21,380)
Resources deferred in the year	67,785	33,618
	<u>67,785</u>	<u>33,618</u>
Deferred income at 31 March 2022	67,785	33,618
	<u>67,785</u>	<u>33,618</u>

During the year, £33,618 (2021: £21,380) was released to income from previous periods and £67,785 (2021: £33,618) of incoming resources was deferred.

17 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £21,910 (2021: £23,485). Pension liabilities are allocated to unrestricted and restricted funds on the same basis as other employee-related costs unless the terms of a restriction prohibit the allocation of such costs to a restricted fund.

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

18 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds		
	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 1 April 2021 £	Incoming resources £	Resources expended 31 March 2022 £
Quiet Room (Sanctuary) Fund	20,747	-	(368)	20,379	-	(368)
PCT Detox Centre Development Project Fund	1,310,940	-	(22,980)	1,287,960	-	(22,980)
PDC Detox Development Project Fund	12,908	-	(408)	12,500	-	(408)
Residents' Benevolent Fund	2,024	-	-	2,024	-	-
Girdlers Artist Materials Fund	2,352	-	-	2,352	-	(696)
Public Health England Grant	416,792	-	(6,338)	410,454	-	(108,543)
Antonio Foundation	-	20,000	(20,000)	-	-	-
Tanner Trust	-	4,000	-	4,000	3,000	(7,000)
The Clothworkers Foundation	5,500	-	(2,760)	2,740	-	(2,740)
The Trusthouse Charitable Foundation	40,703	-	(617)	40,086	-	(617)
St Aubyns Foundation	-	3,000	(1,664)	1,336	-	(1,336)
Duchy Health Charity	19,333	-	(400)	18,933	38,500	(400)
National Lottery	-	-	-	-	25,500	(25,500)
Awards for All	9,867	-	(133)	9,734	-	(133)
Henry Smith	-	28,500	(28,500)	-	-	-
Girdlers	-	10,000	(10,000)	-	11,160	(11,160)
Cornwall Council	-	-	-	-	69,870	(69,870)
Cornwall Council Admissions Unit Refurbishment	-	-	-	-	136,255	-
Bernard Sunley	4,833	-	(100)	4,733	-	(100)
Garfield Weston	9,823	-	(106)	9,717	-	(106)
Funds less than £2,000	8,484	1,250	(4,174)	5,560	6,920	(5,936)
	1,864,306	66,750	(98,548)	1,832,508	291,205	(257,893)
						1,865,820

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

18 Restricted funds

(Continued)

Restricted funds represent ongoing projects and the trustees consider the balances to be sufficient.

Purposes of restricted funds are as follows:

The Sanctuary Fund represents a building at Bosence used as a quiet room for meditation and contemplation.

The PCT Detox Centre Development Project Fund represents the capital development costs for a Detox Centre. Penwith District Council and the Sustainable Building grant also provided capital funds for this project.

The Public Health England grant is a capital grant received to help fund the building of a new family unit.

The Cornwall Council grant is made up of two grants - a grant to help with rough sleepers and a grant towards the refurbishment costs of the admissions unit.

All other grants were given for specific activities and projects.

Sufficient resources are held to enable all funds to be applied in accordance with any restrictions.

Further details on restricted funds can be found within the Trustees' Annual Report.

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

19 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2020 £	Resources expended £	Transfers £	Balance at 1 April 2021 £	Resources expended £	Transfers £	Balance at 31 March 2022 £
Sanctuary Reserve	15,000	-	5,000	20,000	-	(20,000)	-
Vehicle Reserve	20,000	-	-	20,000	-	-	20,000
Bosence Farm Reserve	418,134	(7,233)	-	410,901	(7,233)	-	403,668
Family Unit / YPU development	25,000	-	-	25,000	-	(25,000)	-
Rehab Development	-	-	-	-	-	90,000	90,000
Bosence Staff Offices Upgrade Reserve	267	(267)	-	-	-	-	-
Maintenance Reserve	-	-	20,000	20,000	(9,570)	12,000	22,430
Training and Staff Support Reserve	-	-	20,000	20,000	(12,617)	-	7,383
Fixed Operating Costs Reserve	605,000	-	30,000	635,000	-	-	635,000
Refurbishment Reserve	10,300	-	10,000	20,300	(11,164)	8,000	17,136
Trustee Recruitment	-	-	-	-	-	10,000	10,000
	1,093,701	(7,500)	85,000	1,171,201	(40,584)	75,000	1,205,617

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

19 Designated funds

(Continued)

The purpose of the designated reserves, as set by the board of directors, is as follows:

The Sanctuary reserve is a provision for future work to be done at the Sanctuary.

The Vehicle reserve is for the replacement of the vehicles used by the charity.

The Bosence Farm reserve is to provide accommodation, and is wholly represented by fixed assets.

The Family Unit fund was created to accrue for funds to be spent on a new family unit and £150,000 was designated to cover 6 months estimated running costs of the Family unit.

The Rehab Development fund reserve was created to earmark funds for the rehab capital development works.

The Bosence Staff Offices Upgrade reserve was created to accrue funds used towards installation of a new central heating system in 2017 and is wholly represented by fixed assets.

The Maintenance reserve was created to accrue funds for large projects delayed by the Covid-19 pandemic.

The Training and Staff Support reserve was created to designate funds for implementing a formal, structured training programme to improve skills, programme delivery and effectiveness, and staff wellbeing.

The Fixed Operating Costs reserve was created to designate funds that represent six months of fixed operating costs.

The Refurbishment reserve was created for the redecorating and maintenance of the Bosence Farm and Detox buildings.

The Trustees Recruitment reserve was created to earmark funds to assist with future trustee recruitment.

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

20 Analysis of net assets between funds

	Unrestricted 2022 £	Restricted 2022 £	Total 2022 £	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £
Fund balances at 31 March 2022 are represented by:						
Tangible assets	507,854	1,821,386	2,329,240	530,838	1,812,445	2,343,283
Current assets/(liabilities)	1,133,283	44,434	1,177,717	1,032,093	20,063	1,052,156
	<u>1,641,137</u>	<u>1,865,820</u>	<u>3,506,957</u>	<u>1,562,931</u>	<u>1,832,508</u>	<u>3,395,439</u>

21 Free reserves reconciliation

The free reserves (unrestricted funds that are not designated or represented by fixed assets) belonging to the charity as at 31 March 2022 are calculated as follows:

	£
Unrestricted funds	1,641,137
Less: Tangible assets (as per note 19)	(507,854)
Less: Designated funds not represented by fixed assets	(801,949)
Free reserves	<u>331,334</u>

22 Financial commitments, guarantees and contingent liabilities

The property at Bosence has a fixed charge relating to monies advanced by the Secretary of State for Health for its purchase. Should the charity cease to exist for the purpose for which it was set up then an amount equal to that portion of the open market value of the property as at the date of valuation as is attributable to the expenditure of the original grant, or £100,000 whichever is the greater sum, will be repayable.

NHS England have a legal charge over the property at Bosence for the repayment sum and an option to purchase land at Bosence. The option is exercisable within a period of 21 years from 31 March 2009 less one day. If any terms of the agreement between the charity and NHS England relating to the detoxification facility at Bosence Farm are breached NHS England can exercise the option agreement and require payment of the repayment sum. Should the charity sell Bosence then written agreement from NHS England is required and NHS England would require to be paid the repayment sum. The repayment sum being that part of the open market value of the land as at the date of valuation as is attributable to the expenditure of the original capital grant after deduction of any part of the capital grant repaid or the value of the capital grant £1,694,000, whichever is the greater sum.

23 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2022 £	2021 £
Within one year	7,033	7,657
Between two and five years	6,274	13,307
	<u>13,307</u>	<u>20,964</u>

BOSENCE FARM COMMUNITY LIMITED (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

24 Capital commitments	2022	2021
	£	£
At 31 March 2022 the charity had capital commitments as follows:		
Contracted for but not provided in the financial statements:		
Acquisition of property, plant and equipment	52,396	-
	<u>52,396</u>	<u>-</u>
25 Related party transactions		
Remuneration of key management personnel		
The remuneration of key management personnel is as follows.		
	2022	2021
	£	£
Aggregate remuneration	122,645	125,147
	<u>122,645</u>	<u>125,147</u>
26 Analysis of changes in net funds		
The charity had no debt during the year.		
27 Cash generated from operations	2022	2021
	£	£
Surplus for the year	111,518	116,589
Adjustments for:		
Investment income recognised in statement of financial activities	(1,969)	(3,303)
Loss/(gain) on disposal of tangible fixed assets	102,205	(880)
Depreciation and impairment of tangible fixed assets	58,547	63,771
Movements in working capital:		
(Increase)/decrease in debtors	(154,534)	20,726
(Decrease)/increase in creditors	(50,975)	34,953
Increase in deferred income	34,167	12,238
Cash generated from operations	<u>98,959</u>	<u>244,094</u>