

**The Thomley Hall Centre Limited**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**31 December 2018**

# **The Thomley Hall Centre Limited**

## **Company Limited by Guarantee**

### **Financial Statements**

**Year ended 31 December 2018**

	<b>Page</b>
Trustees' annual report (incorporating the directors report)	<b>1</b>
Independent examiner's report to the trustees	<b>7</b>
Statement of financial activities (including income and expenditure account)	<b>9</b>
Statement of financial position	<b>10</b>
Statement of cash flows	<b>12</b>
Notes to the financial statements	<b>13</b>

# **The Thomley Hall Centre Limited**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Directors Report)**

#### **Year ended 31 December 2018**

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 December 2018.

# **The Thomley Hall Centre Limited**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Directors Report) *(continued)***

**Year ended 31 December 2018**

#### **Chair's Introduction**

I would like to welcome you to this year's report on Thomley, I hope that it gives you a good overview of the rationale behind our work, what we offer to our users and the importance of our work in changing and improving lives.

Thomley Hall Centre Ltd (Thomley) was conceived in 1997 when a number of families identified the need for their autistic children to have access to adventure play. Thomley Farm was identified as a suitable place to build a fully accessible play centre in 2000, the Thomley charity was set up and fundraising began to convert the site. The centre was officially opened in July 2001.

#### **Vision**

Since its original conception, Thomley has constantly evolved to become a place for disabled people of all ages and impairments. Our over-riding aim has been to provide a life-long service programme for disabled people from birth to pension age. Each year we are getting closer to achieving this vision.

This year our focus was to:

- Embed the service developments we made during 2017
- Begin to build potential partnerships and relationships with other local charitable organisations with the aim of providing joint working
- Create opportunities to diversify our income streams through utilising our full Thomley assets.

All the above focused on creating financial stability to enable us to continue to deliver a high standard of care and service for our visitors.

#### **Financial Review**

In reviewing our accounts I would wish you to consider the following information:

- 2018 was a very challenging and unprecedented year in terms of income generation for Thomley and the charitable sector. We believe this has come about due to national and global uncertainties in the financial markets and primarily around our future relationship with Europe.
- This led us to revising our initial budget downwards as well as making operational savings without cutting back on our core services.
- All our restricted capital held for the building of the Pavilion has now worked its way out of our accounts, providing a much clearer reflection of our true income and expenditure.

#### **Outcomes**

Given all the above information we are pleased to report that:

- Taking out depreciation from the accounts we have achieved a surplus.
- Our visitor numbers continued to grow this year where we saw a further increase of 24% over the previous year to welcome over 11,800 visits to Thomley.
- We began conversations with a number of local organisations and have laid the ground work for future opportunities for joint working and generating income by developing our underused assets that should take shape towards the end of 2019 onwards. The following pages provide more details our year's performance.

Anna Fox

Chair

29<sup>th</sup> March 2019

# **The Thomley Hall Centre Limited**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Directors Report) *(continued)***

**Year ended 31 December 2018**

#### **Reference and administrative details**

<b>Registered charity name</b>	The Thomley Hall Centre Limited
<b>Charity registration number</b>	1089224
<b>Company registration number</b>	04297671
<b>Principal office and registered office</b>	Menmarsh Road Worminghall Buckinghamshire HP18 9JZ

#### **The trustees**

Mrs L A Fox (Chair)	
Mr J D P Lubbock	(Retired 8 February 2019)
Mr M Pullen	
Mr A L Lockhart	
Ms C Jones	(Appointed 8 February 2019)
Mr E Millard	(Appointed 8 February 2019)
Ms L Rogers-Nwokobia	(Appointed 8 February 2019)
Mr P Marbaix	(Appointed 8 February 2019)
Mrs G Porter-Smith	(Retired 9 March 2018)

<b>Independent examiner</b>	N J Cadwallader FCCA for and on behalf of David Cadwallader & Co Limited Chartered Certified Accountants Suite 3 Bignell Park Barns Chesterton Nr Bicester Oxon OX26 1TD
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#### **Structure, governance and management**

Thomley Hall Centre Ltd (Thomley) was conceived in 1997 when a number of families identified the need for their autistic children to have access to adventure play. In 2000, when looking for a suitable location, they came across the current location. A committee was set up to start raising funds to convert the site. Thomley was officially opened in July 2001 and became a registered charity in November 2001.

The initial focus was to support autism spectrum children/young people. Over the years this has been extended to disabled people of all ages, encompassing learning/physical impairments and those with complex and life limiting health conditions.

The Trustee would like to thank John Lubbock for all the support he has provided to Thomley in his role as Trustee and wish him all the best for the future.

# **The Thomley Hall Centre Limited**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Directors Report) *(continued)***

**Year ended 31 December 2018**

#### **Objectives and activities**

Our charity's purposes as set out in the objects contained in the company's memorandum of association are to:

- Provide facilities and support services in the interests of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their impairment/disability with the object of improving their conditions of life;
- Preserve and protect the health of those caring for people with physical, learning or sensory impairment within the family or home by offering a short break service through the provision of community based activities, advice and support; and
- Develop the capacity of non-disabled members of the community in such a way where they are better able to understand and meet the needs of their disabled peers to support them to participate more fully in society.

#### **Vision**

Thomley is a place to play, have fun, socialise and learn to live.

#### **Why Thomley?**

Learning starts early in life mainly through play, leisure and recreational activities. For all of us, this is the initial start where we build social skills, physical capacity and confidence and well as learning to manage risks. Disabled people don't have the same opportunities as their non-disabled peers to engage in recreational, play, leisure and life skills development due to the nature and breadth of their impairments. This means they miss essential experiences their non-disabled peers take for granted.

Research has shown that disabled children/young people also face increased levels of bullying, up to twice the level of their non-disabled peers. Adding together the limited opportunities and increase levels of bullying creates a "double disadvantage" for disabled children/young people.

We also know that experiences/learning in early life are carried with us into adulthood. This extends to both positive and negative experiences.

Thomley has been supporting disabled people, their families, friends and carers for over 20 years. The uniqueness of Thomley is that it provides services for disabled people of all ages and impairments as well as their families, friends and carers throughout their lives.

Thomley has the skills, experience and expertise in providing a wide range of active and creative recreational activities that support the development of social skills, confidence and physical/emotional well-being to help minimise the negative impact of "double disadvantage" described above.

#### **Strategic report**

The following sections highlight the achievements, review performance and details our financial position to form the strategic report of the charity.

# The Thomley Hall Centre Limited

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Directors Report) *(continued)*

Year ended 31 December 2018

#### Achievements and performance

We said we would focus on the following areas:

- Financial sustainability
- Staff Development
- Service delivery
- Site development
- Networks and Partnerships
- Communication and Marketing

#### How did we do this year?

**Financial sustainability** - This year was about reviewing and revising our fundraising team so it had the skills needed to realise this aim. The team is now in place and we have set out plans for the team to begin to make the transitions away from our over reliance on trusts and grants funding.

**Staff development** - We undertook a total review of the operational structure of the team. This led to a number of changes being made. We now have the right people with the right skills to effectively manage all operational aspects of the charity.

**Service delivery** - Our priorities were put into developing/extending our service offer to our visitors. This resulted in:

- a 24% increase in visitor numbers over last year giving us a total number of 11,833 visits.
- August saw an increase of 70% of visits over last year.
- Extended our opening days to include Sundays, Friday evenings, after school clubs and evening youth groups.

#### What did this mean to our visitors?

"It is a fantastic experience rich environment in which children can be children without parents having to worry about safety. The staff are all very friendly and welcoming and great at engaging with the children."

"Such a wonderful facility with something for all, some days for specific groups and others to cater for all and always made to feel welcome, valued and included :)"

"There have been so many improvements over the last year, staff are more motivated, more activities and workshops, just need to continue that way."

**Site development** - To our service offer, we made investments in sports, sensory play and camping equipment, reconfiguring indoor room spaces to make a construction room, the installation of a second sensory room and ball pool area and revised our "teenage" offer.

**Networks and Partnerships** - We have made a start in developing these partnerships. This will continue to be a primary focus for Thomley in the coming years.

**Communication and marketing** - Over the year we made use of both social media and traditional methods of getting our name out there. This year we saw an increase of 5% over last year of new visits. This was primarily achieved through social media outlets. We will build on this success going forward.

# **The Thomley Hall Centre Limited**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Directors Report) *(continued)***

#### **Year ended 31 December 2018**

##### **Financial review**

In evaluating our Statement of Financial Activities, take into account the following information:

Our day-to-day operational costs were covered by our fundraising activities, meaning the deficit being reported in the Statement of Financial Activities comprises of the additional depreciation being allocated as a result of the completion of the Pavilion.

The trustees intend to hold cash reserves at any one-time equivalent to the estimated essential running cost of the Centre for the ensuing six months ,these are currently at 3 months. The ability to the Trustees to meet this level of intended cash reserves will depend upon the success of their fundraising activities with the current difficult economic climate. Our Unrestricted Reserves at 31 December 2018 were £ 248,966. The remaining £932,847 of restricted expenditure includes £885,648 which relates to capital expenditure on fixed assets which are in continuing use. These funds are being depreciated at 2% and so will remain in the accounts for some period of time.

##### **Plans for future periods**

Given the level of operational changes/developments and external market pressures we will use 2019 as a year of consolidation. The strategic plan will be reviewed and revised, making sure it remains a dynamic document to inform our priorities and focus for the years ahead.

##### **Fundraising**

This year was focused on reviewing and revising our fundraising team so it had the skills needed to meet our aim of diversifying our income and achieving long-term viability. Looking towards next year, we are confident we will see the benefits of these changes. We have set out plans for the team to begin cultivating previously under-utilised income streams - including corporate, community and events-based funding - while at the same time continuing to maximise our income from trusts and foundations by making quality and timely applications that demonstrate Thomley's impact on the lives of the disabled people we support every day.

The trustees' annual report (incorporating the directors' report) and the strategic report were approved on 29 March 2019 and signed on behalf of the board of trustees by:

Mrs A Fox  
Chair of Trustees

29<sup>th</sup> March 2019



# **The Thomley Hall Centre Limited**

## **Company Limited by Guarantee**

### **Independent Examiner's Report to the Trustees of The Thomley Hall Centre Limited**

**Year ended 31 December 2018**

I report to the trustees on my examination of the financial statements of The Thomley Hall Centre Limited ('the charity') for the year ended 31 December 2018.

#### **Responsibilities and basis of report**

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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

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

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

# **The Thomley Hall Centre Limited**

## **Company Limited by Guarantee**

### **Independent Examiner's Report to the Trustees of The Thomley Hall Centre Limited *(continued)***

#### **Year ended 31 December 2018**

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

N J Cadwallader FCCA for and on behalf of

David Cadwallader & Co Limited  
Chartered Certified Accountants  
Independent Examiner

Suite 3 Bignell Park Barns  
Chesterton  
Nr Bicester  
Oxon  
OX26 1TD

12<sup>th</sup> April 2019

# The Thomley Hall Centre Limited

## Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

Year ended 31 December 2018

			2018		2017
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Income and endowments</b>					
Donations and legacies	5	353,270	104,884	<b>458,155</b>	453,162
Charitable activities	6	77,838	—	<b>77,838</b>	56,373
Other trading activities	7	51,430	—	<b>51,430</b>	33,538
Investment income	8	526	—	<b>526</b>	754
<b>Total income</b>		<u>483,064</u>	<u>104,884</u>	<u><b>587,949</b></u>	<u>543,827</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of raising donations and legacies	9	59,761	5,373	<b>65,135</b>	105,627
Expenditure on charitable activities	10,11	354,700	138,185	<b>492,885</b>	503,066
Other expenditure	12	(3,500)	—	<b>(3,500)</b>	—
<b>Total expenditure</b>		<u>410,961</u>	<u>143,558</u>	<u><b>554,520</b></u>	<u>608,693</u>
<b>Net income/(expenditure)</b>		<u>72,103</u>	<u>(38,674)</u>	<u><b>33,429</b></u>	<u>(64,866)</u>
Transfers between funds		12,725	(12,725)	—	—
<b>Net movement in funds</b>		<u>84,828</u>	<u>(51,399)</u>	<u><b>33,429</b></u>	<u>(64,866)</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		164,138	984,246	<b>1,148,384</b>	1,213,250
<b>Total funds carried forward</b>		<u>248,966</u>	<u>932,847</u>	<u><b>1,181,813</b></u>	<u>1,148,384</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 13 to 26 form part of these financial statements.

# The Thomley Hall Centre Limited

## Company Limited by Guarantee

### Statement of Financial Position

31 December 2018

	Note	2018 £	2017 £
<b>Fixed assets</b>			
Tangible fixed assets	17	1,469,592	1,506,837
<b>Current assets</b>			
Stocks	18	3,000	3,000
Debtors	19	8,010	3,377
Cash at bank and in hand		145,117	133,142
		<u>156,127</u>	<u>139,519</u>
<b>Creditors: amounts falling due within one year</b>	20	<u>45,167</u>	<u>69,262</u>
<b>Net current assets</b>		<u>110,960</u>	<u>70,257</u>
<b>Total assets less current liabilities</b>		<u>1,580,552</u>	<u>1,577,094</u>
<b>Creditors: amounts falling due after more than one year</b>	21	<u>(398,739)</u>	<u>(428,710)</u>
<b>Net assets</b>		<u><u>1,181,813</u></u>	<u><u>1,148,384</u></u>
<b>Funds of the charity</b>			
Restricted funds		932,847	984,246
Unrestricted funds		248,966	164,138
<b>Total charity funds</b>	23	<u><u>1,181,813</u></u>	<u><u>1,148,384</u></u>

For the year ending 31 December 2018 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

The statement of financial position  
continues on the following page.

The notes on pages 13 to 26 form part of these financial statements.

# **The Thomley Hall Centre Limited**

## **Company Limited by Guarantee**

### **Statement of Financial Position** *(continued)*

**31 December 2018**

These financial statements were approved by the board of trustees and authorised for issue on 29 March 2019, and are signed on behalf of the board by:

Mrs A Fox  
Chair of Trustees

Mr M Pullen  
Treasurer

29<sup>th</sup> March 2019

**The notes on pages 13 to 26 form part of these financial statements.**

# The Thomley Hall Centre Limited

## Company Limited by Guarantee

### Statement of Cash Flows

Year ended 31 December 2018

	2018 £	2017 £
<b>Cash flows from operating activities</b>		
Net income/(expenditure)	33,429	(64,866)
<i>Adjustments for:</i>		
Depreciation of tangible fixed assets	67,792	62,306
Dividends, interest and rents from investments	(526)	(754)
Gains on disposal of tangible fixed assets	(3,500)	—
Accrued (income)/expenses	(15,733)	14,717
<i>Changes in:</i>		
Stocks	—	(1,750)
Trade and other debtors	(4,633)	627
Trade and other creditors	(8,690)	1,381
Cash generated from operations	68,139	11,661
Net cash from operating activities	68,139	11,661
<b>Cash flows from investing activities</b>		
Dividends, interest and rents from investments	526	754
Purchase of tangible assets	(30,547)	(101,674)
Proceeds from sale of tangible assets	3,500	—
Net cash used in investing activities	(26,521)	(100,920)
<b>Cash flows from financing activities</b>		
Cost of borrowings	(29,643)	(29,153)
Net cash used in financing activities	(29,643)	(29,153)
<b>Net increase/(decrease) in cash and cash equivalents</b>	11,975	(118,412)
<b>Cash and cash equivalents at beginning of year</b>	133,142	251,554
<b>Cash and cash equivalents at end of year</b>	145,117	133,142

The notes on pages 13 to 26 form part of these financial statements.

# **The Thomley Hall Centre Limited**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements**

**Year ended 31 December 2018**

#### **1. General information**

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Menmarsh Road, Worminghall, Buckinghamshire, HP18 9JZ.

#### **2. Statement of compliance**

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

#### **3. Accounting policies**

##### **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### **Going concern**

There are no material uncertainties about the charity's ability to continue.

##### **Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# **The Thomley Hall Centre Limited**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements** *(continued)*

**Year ended 31 December 2018**

#### **3. Accounting policies** *(continued)*

##### **Incoming resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### **Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.



# **The Thomley Hall Centre Limited**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements** *(continued)*

**Year ended 31 December 2018**

#### **3. Accounting policies** *(continued)*

##### **Tangible assets** *(continued)*

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

##### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Freehold and Leasehold property	-	2-20% straight line
Furniture and equipment for the centre	-	20% straight line
Motor Vehicles	-	25% reducing balance
Adventure playground and equipment	-	20% straight line
Computer Equipment	-	25% straight line

##### **Impairment of fixed assets**

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

##### **Stocks**

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing the stock to its present location and condition.

##### **Financial instruments**

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

# **The Thomley Hall Centre Limited**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements** *(continued)*

#### **Year ended 31 December 2018**

#### **3. Accounting policies** *(continued)*

##### **Financial instruments** *(continued)*

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

##### **Defined contribution plans**

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

# The Thomley Hall Centre Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 December 2018

#### 4. Limited by guarantee

The Charitable Company is limited by guarantee. Every member of the Charity undertakes to contribute such amount as may be required (not exceeding £10) to the Charity's assets if it should be wound up while he or she is a member or within one year after he or she ceases to be a member.

#### 5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
<b>Donations</b>			
Individuals and gift aid	24,588	—	<b>24,588</b>
In Memorium	—	—	—
Community and corporate	49,163	—	<b>49,163</b>
<b>Legacies</b>			
Legacies	—	—	—
Trusts and foundations	241,411	104,884	<b>346,296</b>
Statutory	38,108	—	<b>38,108</b>
	<u>353,270</u>	<u>104,884</u>	<u><b>458,155</b></u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
<b>Donations</b>			
Individuals and gift aid	25,755	2,200	27,955
In Memorium	—	10,880	10,880
Community and corporate	22,169	—	22,169
<b>Legacies</b>			
Legacies	5,000	—	5,000
Trusts and foundations	172,100	128,404	300,504
Statutory	44,788	41,866	86,654
	<u>269,812</u>	<u>183,350</u>	<u>453,162</u>

#### 6. Charitable activities

	Unrestricted Funds £	Total Funds 2018 £	Unrestricted Funds £	Total Funds 2017 £
Thomley merchandise	—	—	194	194
Visitor contributions	77,838	<b>77,838</b>	56,179	56,179
	<u>77,838</u>	<u><b>77,838</b></u>	<u>56,373</u>	<u>56,373</u>

# The Thomley Hall Centre Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 December 2018

#### 7. Other trading activities

	Unrestricted Funds	<b>Total Funds 2018</b>	Unrestricted Funds	Total Funds 2017
	£	£	£	£
Other income	166	<b>166</b>	55	55
Rental Income	8,717	<b>8,717</b>	4,200	4,200
Cafe	42,547	<b>42,547</b>	29,283	29,283
	<u>51,430</u>	<u><b>51,430</b></u>	<u>33,538</u>	<u>33,538</u>

#### 8. Investment income

	Unrestricted Funds	<b>Total Funds 2018</b>	Unrestricted Funds	Total Funds 2017
	£	£	£	£
Income from other investments	<u>526</u>	<u><b>526</b></u>	<u>754</u>	<u>754</u>

#### 9. Costs of raising donations and legacies

	Unrestricted Funds	Restricted Funds	<b>Total Funds 2018</b>
	£	£	£
Donations - wages and salaries	34,879	5,373	<b>40,253</b>
Donations - employer's NIC	2,357	—	<b>2,357</b>
Donations - amortisation	22,515	—	<b>22,515</b>
Sundry fundraising, function and project costs	10	—	<b>10</b>
	<u>59,761</u>	<u>5,373</u>	<u><b>65,135</b></u>

  

	Unrestricted Funds	Restricted Funds	Total Funds 2017
	£	£	£
Donations - wages and salaries	53,711	12,418	66,128
Donations - employer's NIC	2,159	—	2,159
Donations - amortisation	—	—	—
Sundry fundraising, function and project costs	37,340	—	37,340
	<u>93,210</u>	<u>12,418</u>	<u>105,627</u>

# The Thomley Hall Centre Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 December 2018

#### 10. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Support to disabled people and their families	187,982	80,383	<b>268,365</b>
Running and maintenance of centre	77,293	6,129	<b>83,422</b>
Management and administration	45,972	2,649	<b>48,621</b>
Depreciation	18,768	49,024	<b>67,792</b>
Support costs	24,685	—	<b>24,685</b>
	<u>354,700</u>	<u>138,185</u>	<u><b>492,885</b></u>

  

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
Support to disabled people and their families	172,432	110,780	283,212
Running and maintenance of centre	76,012	2,148	78,160
Management and administration	59,698	—	59,698
Depreciation	18,916	43,390	62,306
Support costs	19,690	—	19,690
	<u>346,748</u>	<u>156,318</u>	<u>503,066</u>

#### 11. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	Total funds 2018 £	Total fund 2017 £
	£	£	£	£
Support to disabled people and their families	268,366	—	<b>268,366</b>	283,212
Running and maintenance of centre	83,422	—	<b>83,422</b>	78,160
Management and administration	48,622	—	<b>48,622</b>	59,698
Depreciation	67,792	—	<b>67,792</b>	62,306
Governance costs	—	24,683	<b>24,683</b>	19,690
	<u>468,202</u>	<u>24,683</u>	<u><b>492,885</b></u>	<u>503,066</u>

#### 12. Other expenditure

	Unrestricted Funds £	Total Funds 2018 £	Unrestricted Funds £	Total Funds 2017 £
Loss on disposal of tangible fixed assets held for charity's own use	<u>(3,500)</u>	<u><b>(3,500)</b></u>	<u>—</u>	<u>—</u>

# The Thomley Hall Centre Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 December 2018

#### 13. Net expenditure

Net expenditure is stated after charging/(crediting):

	2018	2017
	£	£
Depreciation of tangible fixed assets	67,792	62,306
Gains on disposal of tangible fixed assets	<u>(3,500)</u>	<u>—</u>

#### 14. Independent examination fees

	2018	2017
	£	£
Fees payable to the independent examiner for:		
Independent examination of the financial statements	<u>—</u>	<u>3,540</u>

#### 15. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2018	2017
	£	£
Wages and salaries	283,772	312,662
Social security costs	27,008	39,379
Employer contributions to pension plans	1,109	103
	<u>311,889</u>	<u>352,144</u>

The average head count of employees during the year was 24 (2017: 25). The average number of full-time equivalent employees during the year is analysed as follows:

	2018	2017
	No.	No.
Number of fundraising staff	2	2
Number of management staff	2	1
Number of direct charitable staff	5	6
Casual full time equivalent staff	15	15
Volunteers	5	11
	<u>29</u>	<u>35</u>

No employee received employee benefits of more than £60,000 during the year (2017: Nil).

#### 16. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

# The Thomley Hall Centre Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 December 2018

#### 17. Tangible fixed assets

	Freehold property & Leasehold improvements £	Adventure playground and equipment for the Centre £	Motor vehicles £	Furniture & equipment £	Office equipment £	Total £
<b>Cost</b>						
At 1 Jan 2018	1,787,212	137,224	35,000	126,175	21,828	<b>2,107,439</b>
Additions	372	11,190	–	18,985	–	<b>30,547</b>
Disposals	–	–	(35,000)	–	–	<b>(35,000)</b>
<b>At 31 Dec 2018</b>	<b>1,787,584</b>	<b>148,414</b>	<b>–</b>	<b>145,160</b>	<b>21,828</b>	<b>2,102,986</b>
<b>Depreciation</b>						
At 1 Jan 2018	318,736	125,383	35,000	99,655	21,828	<b>600,602</b>
Charge for the year	46,929	8,900	–	11,963	–	<b>67,792</b>
Disposals	–	–	(35,000)	–	–	<b>(35,000)</b>
<b>At 31 Dec 2018</b>	<b>365,665</b>	<b>134,283</b>	<b>–</b>	<b>111,618</b>	<b>21,828</b>	<b>633,394</b>
<b>Carrying amount</b>						
<b>At 31 Dec 2018</b>	<b>1,421,919</b>	<b>14,131</b>	<b>–</b>	<b>33,542</b>	<b>–</b>	<b>1,469,592</b>
At 31 Dec 2017	1,468,476	11,841	–	26,520	–	1,506,837

#### 18. Stocks

	2018 £	2017 £
Raw materials and consumables	<b>3,000</b>	3,000

#### 19. Debtors

	2018 £	2017 £
Trade debtors	<b>3,161</b>	222
Prepayments and accrued income	<b>4,775</b>	3,155
Other debtors	<b>74</b>	–
	<b>8,010</b>	3,377

**The Thomley Hall Centre Limited**  
**Company Limited by Guarantee**  
**Notes to the Financial Statements** *(continued)*  
**Year ended 31 December 2018**

**20. Creditors: amounts falling due within one year**

	2018	2017
	£	£
Bank loans and overdrafts	<b>34,145</b>	33,817
Trade creditors	<b>4,793</b>	10,807
Accruals and deferred income	<b>2,343</b>	18,076
Social security and other taxes	<b>3,886</b>	6,562
	<u><b>45,167</b></u>	<u>69,262</u>

**21. Creditors: amounts falling due after more than one year**

	2018	2017
	£	£
Bank loans and overdrafts	<u><b>398,739</b></u>	<u>428,710</u>

Included within creditors: amounts falling due after more than one year is an amount of £262,161 (2017: £293,441) in respect of liabilities payable or repayable by instalments which fall due for payment after more than five years from the reporting date.

**22. Pensions and other post retirement benefits**

**Defined contribution plans**

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £1,109 (2017: £103).

**23. Analysis of charitable funds**

**Unrestricted funds**

	At 1 January 20 18	Income	Expenditure	Transfers	At 31 December 2018
	£	£	£	£	£
General funds	<u>164,138</u>	<u>483,064</u>	<u>(410,961)</u>	<u>12,725</u>	<u><b>248,966</b></u>



# The Thomley Hall Centre Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 December 2018

#### 23. Analysis of charitable funds *(continued)*

##### Restricted funds

	At 1 January 20 18 £	Income £	Expenditure £	Transfers £	At 31 December 2018 £
Sobell Foundation	43,500	—	(999)	—	42,501
Bishopsdown Trust	300	—	(100)	—	200
WO Charitable Trust	1,600	—	(500)	—	1,100
Peter Harrison Foundation	24,500	—	(500)	—	24,000
BBC Children in Need	12,446	32,373	(39,443)	—	5,376
Bucks Masonic Centenary Fund	2,100	—	(200)	—	1,900
The Beatrice Laing Trust	9,800	2,000	(2,200)	—	9,600
Music for Autism	1,664	—	(1,664)	—	—
Oxon CC - Aiming High	61,645	—	(1,610)	—	60,035
Sobell	1,433	10,000	(5,373)	—	6,060
Anonymous	43,300	—	(1,200)	—	42,100
SODC Manor Hall	70,682	—	(1,750)	—	68,932
Boutell Bequest	24,918	—	(18,280)	—	6,638
Bruce Wake	3,760	—	(40)	—	3,720
Bucks CC - Aiming High	55,878	—	(8,181)	—	47,697
Big Lottery Fund	7,752	10,000	(9,438)	—	8,314
Santander	16,265	5,000	(1,648)	—	19,617
Kytes	4,596	—	(900)	—	3,696
CHK	122,072	—	(6,774)	—	115,298
Helen Robertson	4,900	—	(100)	—	4,800
Garfield Weston	89,775	—	(4,143)	—	85,632
Joyce Chapman	21,560	—	(440)	—	21,120
Robert McAlpine	7,174	—	—	(7,174)	—
Kai Smith Memorial Fund	4,574	—	(1,143)	—	3,431
Circus Ball Event	19,295	—	(4,824)	—	14,471
Anonymous - Pavillion	19,800	—	(200)	—	19,600
SODC Pavillion	98,000	—	(2,000)	—	96,000
Percy Bilton	2,100	5,056	(1,711)	—	5,445
AVDC	640	—	(200)	—	440
Anonymous	356	—	(89)	—	267
Woolfson	49,000	—	(1,000)	—	48,000
Clothworkers	29,400	—	(600)	—	28,800
Shanley foundation	14,700	—	(300)	—	14,400
May Trust	—	877	(877)	—	—
ACT Foundation	24,500	—	(500)	—	24,000
DM Thomas Foundation	5,331	—	(1,666)	—	3,665
John Abthorp Trust	19,600	—	(400)	—	19,200
Sir Jules Thorn Charitable Trust	24,500	—	(500)	—	24,000
Heart of Bucks	4,900	3,578	(3,678)	—	4,800
Jonny Stevens Memorial Fund	10,880	—	(1,259)	(5,551)	4,070
Mobbs	3,000	3,000	(3,600)	—	2,400

# The Thomley Hall Centre Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 December 2018

#### 23. Analysis of charitable funds *(continued)*

DWF Foundation	1,500	—	(1,500)	—	—
Foulsham	1,200	—	(240)	—	960
Julie Hinton	1,000	—	—	—	1,000
Trust 2000	850	—	(850)	—	—
Douglas Arter					
Foundation	500	—	(100)	—	400
Rothschild Foundation	5,000	5,000	(6,455)	—	3,545
Thomas Curtis					
Charitable Trust	200	—	(200)	—	—
Baily Thomas	9,800	—	(200)	—	9,600
Hedley Foundation	2,000	—	(400)	—	1,600
British Science					
Association	—	500	—	—	500
Finnis Foundation	—	2,500	(2,500)	—	—
Leathersellers	—	10,000	—	—	10,000
Postcode Lottery	—	5,000	(1,083)	—	3,917
St Michaels and All					
Saints	—	10,000	—	—	10,000
	<u>984,246</u>	<u>104,884</u>	<u>(143,558)</u>	<u>(12,725)</u>	<u>932,847</u>

# The Thomley Hall Centre Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 December 2018

#### 24. Capital expenditure

Included within the restricted funds of £932,847 is £885,648 which has been spent by the Charity on fixed assets which are in continuing use. In accordance with generally accepted accounting practices depreciation on these items is charged over the expected useful life of the asset.

The following funds are Capital Restricted funds:

	2018 £	2017 £
Sobell Foundation	42,500	43,500
Bishopsdown Trust	200	300
WO Charitable Trust	1,100	1,600
Bruce Wake Charity	1,720	1,760
Peter Harrison Foundation	24,000	24,500
Bucks Masonic Centenary Fund	1,900	2,100
Beatrice Laing Trust	9,600	9,800
Oxon CC - Aiming High	60,036	61,645
Anonymous	42,100	43,300
SODC Manor Hall	68,932	70,682
Bucks CC - Aiming High	47,697	55,878
Santander	15,867	16,265
Kytes	3,696	3,600
CHK	115,298	122,072
Helen Robertson	4,800	4,900
Garfield Weston	85,632	89,775
Joyce Chapman	21,120	21,560
Kai Smith Memorial Fund	4,574	4,574
Circus Ball	14,471	19,295
Anonymous	19,600	19,800
SODC Pavillion	96,000	98,000
Percy Bilton	5,445	2,100
AVDC	440	640
Anon	356	356
Wolfson	48,000	49,000
Clothworkers	28,800	29,400
Shanley Foundation	14,400	14,700
ACT Foundation	24,000	24,500
DM Thomas Foundation	3,665	5,331
John Abthorp Trust	19,200	19,600
Sir Jules Thorn Charitable Trust	24,000	24,500
Heart of Bucks	4,800	4,900
Jonny Stevens Memorial Fund	4,070	10,880
BIG Lottery Fund	7,752	7,752
Baily Thomas	9,600	9,800
Douglas Arter Foundation	400	500
Hedley Foundation	1,600	-
Mobbs	2,400	-
Foulsham	960	-
Julie Hinton	1,000	-
Postcode Lottery	3,917	-
<b>Total Capital Restricted Funds</b>	<b>885,648</b>	<b>918,865</b>

**The Thomley Hall Centre Limited**  
**Company Limited by Guarantee**  
**Notes to the Financial Statements** *(continued)*  
**Year ended 31 December 2018**

**25. Analysis of net assets between funds**

	Unrestricted Funds £	Restricted Funds £	<b>Total Funds 2018 £</b>	Total Funds 2017 £
Tangible fixed assets	588,015	881,577	<b>1,469,592</b>	1,506,837
Current assets	104,857	51,270	<b>156,127</b>	139,519
Creditors less than 1 year	(45,167)	–	<b>(45,167)</b>	(69,262)
Creditors greater than 1 year	(398,739)	–	<b>(398,739)</b>	(428,710)
<b>Net assets</b>	<u>248,966</u>	<u>932,847</u>	<u><b>1,181,813</b></u>	<u>1,148,384</u>