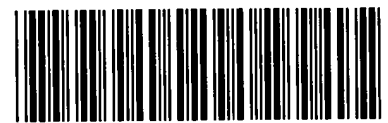


GLEBE HOUSE (CHARNWOOD) LIMITED

**AUDITED FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31 MARCH 2021**

**CHARITY NUMBER 1018920
COMPANY REGISTRATION NO. 2724141
(A company limited by guarantee)**

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**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

CONTENTS	PAGES
Reference and Administrative Details	
Report of the Board of Trustees	1-10
Independent Auditors Report	11-14
Statement of Financial Activities	15
Balance Sheet	16
Statement of Cash Flows	17
Notes to the Financial Statements	18-32

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY

The Board of Trustees, who are also directors of the charitable company for the purposes of the Companies Act, present their annual report and the audited financial statements for the year ended 31st March 2021.

CHARITY REGISTRATION NUMBER: 1018920

COMPANY REGISTRATION NUMBER: 2724141

THE BOARD OF TRUSTEES:
Mr B Higgins Chair
Dr G. Balasubramaniam
Mr N. Chiragh Hon Treasurer
Mrs S Elliott
Mr D Frost
Mrs M. Moore
Mrs L. Nicholls-Sykes
Mr T Unsworth

CHIEF EXECUTIVE Mr P. Warlow

REGISTERED OFFICE AND OPERATIONAL ADDRESS
Woodgate Chambers
70 Woodgate
Loughborough
Leicestershire
LE11 2TZ

AUDITORS
Cobb Burgin
3rd Floor
Butt Dyke House
33 Park Row
Nottingham
NG1 6EE

BANKERS
Lloyds TSB
37-38 High Street
Loughborough
Leicestershire
LE11 3HZ

INVESTMENT ADVISORS
iib Financial Services Ltd
Prospect House
6 Brookside
Ashby-de-la-Zouch
Leicestershire
LE65 1JW

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their annual report and financial statements of the charitable company for the year ended 31 March 2021, which is also prepared to meet the requirements for a trustee's report and accounts for Companies Act purposes. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts, and comply with the Charities Act 2011, and Accounting and Reporting by Charities: Statement of Recommended Practice, applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 18th June 1992, and registered as a charity on 18th March 1993. The charitable company was established under a Memorandum of Association that established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the charitable company being wound up, members are required to contribute an amount not exceeding £1. The charitable company's objects are to promote any charitable purpose for the benefit of persons who have a learning disability and /or autism or who are caring for someone with a learning disability and/or autism.

Activities

Glebe House remains a unique provider of services to adults and children with learning disabilities and/or autism in the Charnwood area, offering a range of services and flexibility that is unmatched by any other local provider. Although pressures have increased on our clients personal budgets, we have retained our overall numbers across the charitable company over the past twelve months. We support 140 adults and children with learning disabilities on a regular basis. All of our adult and children's services are funded through individual's personal budgets, which means that the primary source of income is Leicestershire County Council.

Bryan Higgins remains the Chair of Trustees, with Naveed Chiragh retaining his role as Honorary Treasurer. For the first time in many years, the Board retained all of its members over the course of the year, with no new trustees and no resignations. The Finance and General Purposes subcommittee continues to meet on a regular basis to provide detailed support to the main Board, chaired by Naveed Chiragh. The other F&GP members in this year were, Geetha Bala, David Frost, Bryan Higgins, Peter Warlow and Kirstie Jackson (Finance Manager). All of the Board meetings and F&GP meetings since January 2020 have been held online and this will continue throughout 2021, until such time as the Board decides to return to "round the table" meetings. It may be that the online meetings become the standard format. Marie Moore has been a Board Member for over nineteen years, and this is justified on the grounds that, she is one of two Trustees who have sons with a learning disability who use the services of Glebe House, providing a unique perspective on the charities governance and performance.

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

Adult Services: Based at Woodgate Chambers unless otherwise stated.

These are the services currently provided by Glebe House for over 140 adults and children.

- Community Life Choices supports adults between the ages of 18-80 each weekday and through a person-centred planning approach ensures that people have a choice of activities including access to community facilities, trips and leisure services. One client with profound learning disabilities who requires higher levels of care and support (PMLD) also attends Community Life Choices.
- Adult Home and Community Support service provides community-based support to adults to enable them to keep safe, healthy and happy either in their own homes or with their families. The extensive range of activities catered for within the service enables those supported to have a wider variety of activities and opportunities for friendships.
- The Weekend and Short Break service is provided at Glebe Cottage for those over 16 years old with a budget to support their stay. Each overnight stay is personalised to the client attending and is aimed at providing a respite for both the client and the carers. This is a CQC registered service. This service did not run at all from March 2020 to April 2021, but reopened in mid April 2021.
- Challenge days (also known as Adult Activity Days) are usually provided for 12 days a year throughout holidays during the year, for young adults and they choose a variety of 'days out' such as boat trips, theme parks or to places of local interest. This service closed completely in the pandemic due to the concerns around social distancing, but it is scheduled to return for Summer 2021.
- Autism Support: The service is delivered is usually delivered in two locations, but to maximise building capacities, some of the group now attend The Old School in Shepshed. The other parts of the service run for five days a week, supports young adults with autism who have high levels of dependency and at least a 1:1 staffing ratio and is based at Glebe Cottage and the other part of the service supports adults with autism who have developed their independence skills. These clients don't require the same level of intensive support but seek something more autism-specific. This runs on weekdays throughout the year from Woodgate Chambers.
- Work Skills: Glebe House continues to develop its work skills service for over 20 adults, which runs every weekday from Glebe Workshop. This programme supports those who are looking to develop work skills, which enable them to volunteer within Glebe House or with other organisations and companies or find paid employment. The prime areas of support are gardening and property maintenance and woodworking. The Work Skills team contributes to the overall maintenance and safety of Glebe House.

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

- **Social Clubs:** Safe social interaction remains a key area of importance for those with learning disabilities, which is why the Glebe House Social clubs are so important. However, neither of the clubs ran from March 2020 until April 2021. The Youth Club has now re opened in May 2021. The activities of the Monday night Youth Club (ages 17-23) and the Wednesday evening Carry On Club (aged 24+) are planned by those attending but funded by fundraising by Glebe House, parents and carers and a small contribution made by clients. The Monday night disco was historically a hugely popular monthly event- we aim for its return in July 2021.
- **Transitions:** The aim of this service is to enable young people to move seamlessly from our childrens service into one of our adult services. We encourage the young person to review all of their options, including attending college and other providers and help them to develop a package of support that will help them in the next stage of their life.
- **Skills for Independent Work and Living:** This service is aimed at providing a group or 1:1 service to younger adults who are looking to improve their basic skills at home, which will enable them to live lives that are more independent in the future. It is a more structured programme than most at Glebe House, keeping the clients focussed on learning new skills, including cooking, cleaning, IT and money management and it supports clients for two days a week.

Children Services: Based at The Old School, Shepshed

There was disruption to the childrens services in the early part of the pandemic (from March to July 2020) but the delivery model of the services then followed the path of the education system and from July onwards, most of the childrens services returned to business as usual. The primary difference was that because of social distancing there were considerably less children than normal (the usual numbers are outlined below) and the level of activities was greatly curtailed by the closure of many places we would normally go to and the restrictions in the ability to share transport.

- An After School Club during term-time for up to 4 days a week.
- Holiday Play Scheme activities for up to 10 children a day during half terms and school holidays. The Play Scheme is on the voluntary Ofsted registration.
- Saturday respite days, every Saturday, for up to 20 children each weekend, providing a day full of activities and outings.
- Childrens Buddy sitting service is primarily a sitting service for children with learning disabilities, but overnight stays and trips out can also be provided. The service is funded from personal budgets and direct payments.
- Transitions Club - We are offering a teatime club for those who have attended our After School Club in the past but have become 18 during the school year. We also offer a large number of social and skill building activities for young adults.

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

The management and Board ensure that the services remain relevant to the clients and remain at a high standard by implementing client surveys once a year and having suggestion boxes in the venues. In previous years, the Chief Executive has attended a Client Representative meeting every quarter, which gave clients the opportunity to formally comment on current services, how they can be improved and also to make suggestions for new services. These meetings were suspended in March 2020 and due to social distancing, have not yet been reinstated.

ACHIEVEMENTS AND PERFORMANCE

Summary of Performance

This year, every aspect of the charitable company, from HR, finance, operations, health and safety to governance, has been dominated and overshadowed by the response to Covid 19. With the organisation locked down from March to July 2020 and the numbers of people permitted to attend services after this greatly restricted by social distancing measures and local government intervention, we have not been able to provide the number of support hours that we would like. The second and third lockdowns in November and January also reduced attendance, with some clients being absent from March 2020 to June 2021. One of the lights at the end of the tunnel is the vaccinations programme, which gave priority to our staff in late January and by the end of May, nearly all of the staff and a third of the adult clients have been double vaccinated. Although almost all of the original Covid safe restrictions remain in place, by the summer 2021, we look forward to some kind of normality again.

During the course of the year, we signed a contract extension for the Adults Framework with Leicestershire County Council and a new ten year lease for our main base at Woodgate Chambers. We also successfully tendered for a new contract for Childrens Services with LCC and extended our lease for Glebe Workshop. We had a successful Ofsted inspection in October 2020-there were no other third party inspections.

Financially and operationally, Glebe House is in a strong position for the next twelve months although the doubts around the effect of COVID 19 will remain for some time. We took the opportunity to review staff positions in 2020 and made three redundancies and we also put in place new systems for payroll, timesheets, payslips and improved the e-communication to staff. The organisation now has a cloud based telephone system linking the four sites.

The roles played by the management team individually and collectively during lockdown was a huge reason why Glebe House remains in the strong position it is. The managers remained engaged with clients and with all the processes of locking down and reopening when required to do so. They faced new challenges and in every case found workable solutions. The overall Covid situation which could have become impossible has been eminently possible due to their efforts.

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

FINANCIAL REVIEW

Our net movement in funds for the year was a surplus of £188,792, (2020: deficit of £19,421)

Donations and Grants

This year we have received a number of grants and voluntary funding which has enabled us to expand and develop our services and we are grateful for all the donations we have received.

We received restricted donations and grants totalling £750 which was:

- £750 Grant for Social Clubs

Investment Policy and Performance

It is our policy that investments need to be readily accessible and that we maintain a balance between income and capital growth. iib Financial Services Ltd, who invest our funds according to our policy, manages the charitable company's investments. The market value of the investments has risen by £60,852 throughout the year. The F&GP group recommends the organisation that manages the investments to the Board after a selection process and this decision is reviewed annually.

Risk Management

The Trustees recognise the importance of Risk Management within the framework of governance and internal control. It remains the responsibility of the Chief Executive to provide the input for the risk management system, whilst the Trustees continue to review the major risks to which the charitable company is exposed and ensure that systems have been established to mitigate those risks. A risk management policy has been implemented which includes:

- An annual review of the risks which the charitable company may face and updating of the risk register
- The establishment of systems and procedures to mitigate those risks identified in the review
- The implementation of procedures designed to minimise any potential impact on the charitable company should any of these risks materialise. These are found in the Business Continuity Plan.

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

All staff members, together with Trustees, are involved in identifying the risks that the charitable company faces. The most serious risks, COVID 19 notwithstanding, remain overall social care budget cuts which will impact the level of individual personal budgets. In addition, the key risks are an imprecise pricing policy, poor cash flow, an incident or inspection that could cause a loss of reputation and increased competition. The accessibility of the building is assessed and the identified risks are managed as far as reasonably possible alongside the requirements of the Disability Discrimination Act 1995 (DDA). Ongoing staff training takes place to maintain skills and knowledge levels. Glebe House is recognised as a Disability Confident Employer by the DWP.

Glebe House retains the services of an HR Management Company. Flint Bishop provide a professional HR update service in addition to advice and guidance and reduce the risk of HR non-compliance. The services of LRB Consulting are retained to provide professional support and regular audits on matters of Health and Safety and Fire Safety.

The dilapidations matter that has continued since the ending of the lease at 190, Forest Road, in April 2013, continues without resolution. Funds have been allocated in previous accounts and despite requests for updated information, there has been no meaningful correspondence from LCC since April 2015 and the position remains unchanged.

Principal Funding Source

The principal funding source remains the Leicestershire County Council. However, many clients now have their own budgets (albeit that these are funded from the Council) which pay for the services that they choose and this includes allocated funds for overnight respite. The main childrens services are also funded from personal budgets paid from Leicestershire County Council.

Reserves Policy

The Trustees have set a reserves policy, which requires that reserves be maintained at a level, which ensures that Glebe House (Charnwood) Ltd.'s core activity could continue during a period of unforeseen difficulty and that a proportion of reserves be maintained in a readily realisable form. The Trustees consider readily realisable reserves to be the amount of reserves that are easily converted into cash should the need arise. The calculation of the required level of reserves is an integral part of Glebe House (Charnwood) Ltd.'s planning, budgeting and forecasting cycle. It takes into account the risks associated with each stream of income and expenditure varying from budget; the planned activity level; and Glebe House (Charnwood) Ltd.'s future commitments or costs concerned with level of reserves needed in the event of the closure of the charitable companies activities, including redundancy pay and the full cost of leases and commitments which would crystallise. The Trustees consider that the ideal level of reserves as at 31st March 2021 would be £346,000.

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

The balance of reserves at 31st March 2021 was £987,803, made up of £1,062 restricted funds and £986,741 of unrestricted funds, which is above the Trustees minimum required level of reserves. Current free reserves are £413,416.

PLANS FOR FUTURE PERIODS

The business plan that was created in early 2020 is yet to come to fruition as the Covid restrictions continue. The erosion of staff levels over lockdown means that as we reopen, we have an opportunity to bring new staff and new ideas to the charitable company and seek new funding to improve the clients support. The most important aim is for the social distancing to end and to get all the clients back to the services that they were used to. We also need to successfully tender for the new Adults Framework and also purchase a replacement vehicle to transport our clients.

STRUCTURE GOVERNANCE AND MANAGEMENT

Organisational structure

The charity No 1018920, was formed in 1992 by members of the then Charnwood Mencap Society to take over the running of Glebe House. The Council of Management (Board of Trustees) is currently comprised of a cross-section of people, including parents of a sibling with learning disabilities and those with significant experience of the voluntary and the private sector. The Council of Management meets at least six times a year to set the strategic direction of the charitable company, ensure financial probity and constitutional compliance and ensure the charitable company is providing a high standard of services. A Finance and General Purposes subcommittee meets to discuss the detail of finances on a regular basis to provide support to the main Board. Peter Warlow is the Chief Executive and is employed to oversee the day-to-day running of the charitable company.

Decision making

The Trustees consider the board of trustees, the Chief Executive and senior managers as detailed in note 10 as comprising the key management personnel of the charitable company in charge of directing and controlling the charitable company and running and operating the charitable company on a day-to-day basis. All Trustees give their time freely and no Trustee remuneration was paid in the year.

Trustees are required to disclose all relevant interests and register them with the Chief Executive and in accordance with the organisations policy, withdraw from decisions where a conflict of interest arises.

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

Recruitment and Appointment of Trustees

The directors of the charitable company are also charity Trustees for the purposes of charity law and under the charitable company's Articles are known as members of the Board of Trustees. In accordance with the Memorandum and Articles of Association the members, may from time to time elect any person, who agrees to hold office, to be a Trustee. The minimum number of Trustees is three and there is no maximum. Disclosure and Barring Service checks are carried out for all Trustees and renewed every three years.

Trustee Induction and Training

All new members of the Board of Trustees spend time with senior management to familiarise themselves with the workings of the organisation. They receive copies of the governing documents and a set of the latest accounts and the Charity Commission's guidance "The Essential Trustee". All Trustees are given a copy of the "Good Governance" code for the Voluntary and Community Sector and are provided with information on appropriate conduct. The senior staff occasionally attend the Trustees' meetings to keep them informed of the current situation and future plans for each service. An annual skills analysis is used to identify gaps in the Board knowledge.

Staff Remuneration Policy

The Trustee Board carries salary reviews out each year. However, a review does not guarantee a pay rise and there is no contractual right to an annual pay rise. Staff will be informed of the result of the review in writing.

Support for Other Organisations

We have continued a strong association with Steps, which is a provider of services for children with disabilities as well as supporting many community venues in the area. All of our team leaders attend client reviews when requested and we provide a high level of feedback to all stakeholders to get the highest level of support available for those we support.

Public benefit statement

Glebe House is a charitable company providing a wide range of services to adults and children (8-80) with a learning disability and /or autism. Our aim is to improve independency, develop skills and provide a high quality of care and support to those in the Charnwood area, although not exclusively, if they can travel to our location. Services and support, which are not provided through an agreement with the local authority, are open to anyone who has sufficient funds to support their service. We do consider how to obtain funds for people who do not have resources to pay for services themselves. We make funding applications to funders independent of LCC and staff will regularly support families with help and signposting beyond any contract requirement.

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

The charity Trustees have considered the guidance on public benefit published by the Charity Commission in exercising their powers and duties. The charity has a range of policies and procedures, which are managed by the Quality and Care Manager, and updated and reviewed on a regular basis. A Diversity Statement provides guidance for the fair treatment for all stakeholders in the organisation.

Trustees' responsibilities in relation to the financial statements

The charities Trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The Board of Trustees nominates the auditors at the AGM each year.

Company law requires the Trustees to prepare financial statements for each year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

The Trustees are responsible for keeping proper accounting records that disclose, with reasonable accuracy at any time, the financial position of the charitable company, and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

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

In so far as the Trustees are aware:

- There is no relevant information, being information needed by the auditor in connection with preparing their report, of which the company's auditors are unaware, and
- The Trustees, having made enquiries of fellow directors and the auditor that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

Approved by Board of Trustees on 15th November 2021 and signed on its behalf by



.....
Mr N. Chiragh - Trustee

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF GLEBE HOUSE
(CHARNWOOD) LIMITED**

Opinion

We have audited the financial statements of Glebe House (Charnwood) Limited (the 'charitable company') for the year ended 31 March 2021 which comprise Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet, the Cash Flow Statement 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 2021, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

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

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

Other information

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

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

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

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

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

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement [set out on page 9] the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor's responsibilities for the audit of the financial statements

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

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. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

We considered the nature of the charitable company's activities and its control environment. We also enquired of management about their identification and assessment of the risks of irregularities.

We obtained an understanding of the legal and regulatory framework in which the charitable company operates and identified key laws and regulations that:

- had a direct effect on the determination of material amounts and disclosures in the financial statements, which included the Companies Act 2006 and payroll legislation; and
- did not have a direct effect on the financial statements but compliance with which may be fundamental to the charitable company's ability to operate.

We discussed among the audit engagement team the opportunities and incentives that may exist within the organisation for fraud and how / where fraud might occur in the financial statements.

In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override. In addressing the risk of fraud through management override of controls, we tested the appropriateness of accounting adjustments and journal entries, assessed whether accounting estimates were reasonable and accurate and reviewed the accounting records for any significant and unusual transactions.

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

In addition, our procedures to respond to the risks identified included:

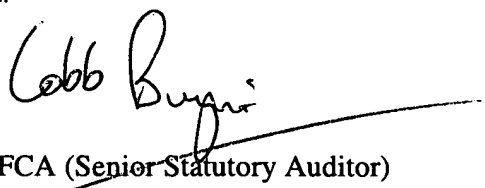
- Reviewing financial statement disclosures by testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- Performing analytical procedures to identify any unusual or unexpected variances that may indicate risks of material misstatement due to fraud;
- Enquiring of management about any instances of non-compliance with laws and regulations and any instances of known or suspected fraud;
- Reviewing minutes of trustees meetings.

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 auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Philip Handley FCA (Senior Statutory Auditor)

For and on behalf of Cobb Burgin
Chartered Accountants and Statutory Auditor
3rd Floor, Butt Dyke House
33 Park Row
Nottingham
NG1 6EE

Date 7th December 2021

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted Funds £	Restricted Funds £	2021 Total Funds £	2020 Total Funds £
Incoming and endowments from:					
Donations and legacies	2	1,793	-	1,793	3,486
Charitable activities	3				
Contract Services		807,459	-	807,459	1,002,041
Grants		216,210	750	216,960	18,201
Other trading activities	4	396	-	396	4,040
Investments	5	4,552	-	4,552	5,363
Total Income		1,030,410	750	1,031,160	1,033,131
Expenditure on:					
Raising funds	6	12,088	-	12,088	7,127
Charitable activities	7	890,077	1,055	891,132	1,023,566
Total Expenditure		902,165	1,055	903,220	1,030,693
Net income/(expenditure) and net					
Movement in funds before gains					
And losses on investments		128,245	(305)	127,940	2,438
Net gains/(losses) on investments		60,852	-	60,852	(21,859)
Net income/(expenditure)		189,097	(305)	188,792	(19,421)
Transfers between funds		-	-	-	-
Other recognised gains/(losses)		-	-	-	-
Other gains/(losses) on revaluation of fixed assets		-	-	-	-
Net movement in funds		189,097	(305)	188,792	(19,421)
Reconciliation of funds:					
Total funds brought forward		797,644	1,367	799,011	818,432
Total funds carried forward		986,741	1,062	987,803	799,011

All income and expenditure derive from continuing activities.

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

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**


BALANCE SHEET AT 31 MARCH 2021

	Notes	Unrestricted Funds £	Restricted Funds £	2021 Total Funds £	2020 Total Funds £
FIXED ASSETS					
Tangible assets	14	336,420	1,062	337,482	349,067
Investments	15	236,905	-	236,905	184,661
Total Fixed Assets		573,325	1,062	574,387	533,728
CURRENT ASSETS					
Debtors	16	113,019	-	113,019	113,928
Cash at bank and in hand		439,463	-	439,463	282,034
Total Current Assets		552,482	-	552,482	395,962
LIABILITIES					
Creditors falling due within one year	17	(139,066)	-	(139,066)	(130,679)
NET CURRENT ASSETS		413,416	-	413,416	265,283
NET ASSETS		986,741	1,062	987,803	799,011
FUNDS					
Restricted income funds		-	1,062	1,062	1,367
Unrestricted income funds		872,295	-	872,295	683,198
Revaluation reserves		114,446	-	114,446	114,446
TOTAL CHARITY FUNDS		986,741	1,062	987,803	799,011

The notes at pages 18 to 32 form part of these accounts

These financial statements were approved by the trustees on 15th November 2021 and signed on their behalf. These accounts have been prepared in accordance with the provisions applicable charitable companies subject to the small companies regime.

by:



Mr N Chiragh - Trustee

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

STATEMENT OF CASH FLOWS FOR THE YEAR ENDING 31 MARCH 2021

	Notes	Total Funds 2021 £	Prior Year 2020 £
Cash flows from operating activities:			
Net cash provided by (used in) Operating activities	19	153,885	6,854
Investments			
Cash flows from investing activities:			
Dividends, interest from investments		4,552	5,363
Proceeds from sale of property, plant & equipment		999	-
Purchase of property, plant & equipment		(4,746)	(25,295)
Proceeds from sale of investments		31,343	260
Purchase of investments		(28,604)	-
		-----	-----
Net Cash provided by (used in) investing activities		3,544	(19,672)
		-----	-----
Change in cash and cash equivalents in the year:		157,429	(12,818)
Cash and cash equivalents brought forward		282,034	294,852
		-----	-----
Cash and cash equivalents carried forward		439,463	282,034
		=====	=====

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES AND STATUTORY INFORMATION

a) Statutory Information

Glebe House (Charnwood) Limited is a private company, limited by guarantee, registered in England and Wales. The company's registered number and registered office can be found on the company information page.

b) Basis of preparation and assessment of going concern.

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Companies Act 2006.

The trust constitutes a public benefit entity as defined by FRS 102.

c) Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

d) Fund accounting

The charitable company maintains various types of funds as follows:

Restricted funds - Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

Designated funds - Designated funds are unrestricted funds earmarked by the Board of Trustees for particular purposes.

Unrestricted funds - Unrestricted funds are available for use at the discretion of the Board of Trustees in furtherance of the general objectives of the charitable company.

e) Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charitable company is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

ACCOUNTING POLICIES AND STATUTORY INFORMATION (CONTINUED)

- Voluntary income is received by way of donations and grants and is included in full in the Statement of Financial Activities when receivable Grants, where entitlement is not conditional on the delivery of a specific performance by the charitable company are recognised when the charitable company becomes unconditionally entitled to the grant.
 - Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charitable company earns the right to consideration by its performance.
 - The value of services provided by volunteers has not been included in these accounts.
 - Investment income is included when receivable.
- f) Resources expended and basis of allocation of costs**
Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes VAT, which cannot be recovered, and is reported as part of the expenditure to which it relates.
- Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of fundraising.
 - Charitable activities expenditure comprises those costs incurred by the charitable company in the delivery of its activities and services for its beneficiaries.
 - Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charitable company and include the audit fees and costs linked to the strategic management of the charitable company.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis to reflect the use of the resource. Costs relating to a particular activity are allocated directly. The resources expended in the operation of the charitable company's central services system and central office which cannot be directly allocated are apportioned between the expenditure categories on the basis of the estimated amount of staff time involved in each activity.

g) Tangible fixed assets and depreciation

All assets are capitalised and valued at cost (or deemed cost). Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, at varying rates. The rates of depreciation applied to the assets are:

Leasehold property improvements	10% straight line
Freehold property improvements	10% straight line
Fixtures and fittings	25% straight line
Motor vehicles	25% reducing balance

During the year the charitable company has adopted the revaluation model in respect of Freehold Property. All items of equipment that are not consumable in nature are capitalised. Donated assets are brought in at their second-hand value at the date of receipt.

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

ACCOUNTING POLICIES AND STATUTORY INFORMATION (CONTINUED)

h) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

i) Creditors and provisions

Creditors and provisions are recognised where the charitable company has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the account due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

j) Operating leases

Rentals applicable to operating leases are charged to the Statement of Financial Activities (SOFA) over the period in which the cost is incurred.

k) Pension costs

Employees of the charitable company are entitled to join a defined contribution 'money purchase' scheme. The charitable company contribution is restricted to the contributions disclosed in note 10. There were no outstanding contributions at the year end. The costs of the defined contribution scheme are included within support and governance costs and charged to the unrestricted funds of the charitable company.

The money purchase plan is managed by the Peoples Pension and the plan invests the contributions made by the employee and employer in an investment fund to build up over the term of the plan. The pension fund is then converted into a pension upon the employee's normal retirement age which is defined as when they are eligible for a state pension. The total expense ratio of the plan is 0.5% and this is deducted from the investment fund annually. The Trust has no liability beyond making its contributions and paying across the deductions for the employee's contributions.

l) Listed investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities included the net gains and losses arising on revaluation and disposals throughout the year.

The Trust does not acquire put options, derivatives, or other complex financial instruments.

The main form of financial risk faced by the charitable company is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

ACCOUNTING POLICIES AND STATUTORY INFORMATION (CONTINUED)

m) Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

n) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short-term liquid investments with a short maturity of three months or less from date of acquisition.

o) Termination payments

Termination payments do not provide the charitable company with future economic benefits, are recognised as an expense once the charitable company can demonstrate commitment to termination of an employee contract.

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

2. VOLUNTARY INCOME

	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
General donations and grants	1,793	-	1,793	3,486
	<u>=====</u>	<u>==</u>	<u>=====</u>	<u>=====</u>

3. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
Contracted services				
Community Life Choices	233,401	-	233,401	270,079
Adult Home & Community Support	84,686	-	84,686	115,018
Autism Service	289,318	-	289,318	259,074
Work Skills	64,129	-	64,129	77,422
Adult Activity days	-	-	-	4,356
Overnight Short Breaks	-	-	-	55,069
Carry on Club	-	-	-	5,080
Youth Club	-	-	-	5,213
Transition Service	63,134	-	63,134	90,013
After Schools Club	10,215	-	10,215	21,179
Playscheme	15,750	-	15,750	32,918
Saturday Club	46,826	-	46,826	59,670
Childrens Buddy Sitting	-	-	-	502
Conference Room	-	-	-	6,448
	<u>807,459</u>	<u>-</u>	<u>807,459</u>	<u>1,002,041</u>
	<u>=====</u>	<u>==</u>	<u>=====</u>	<u>=====</u>
Grants				
	£	£	£	£
Sensory Equipment	-	-	-	15,020
Work Skills	-	-	-	1,629
Social Club	-	750	750	750
BSOG	604	-	604	802
Charnwood BC Disc' Grant	10,000	-	10,000	-
JRS	202,490	-	202,490	-
LCC Covid Grant	1,017	-	1,017	-
Grant re LFT	789	-	789	-
RTF 15% Payment	150	-	150	-
Partner A & C	1,160	-	1,160	-
	<u>216,210</u>	<u>750</u>	<u>216,960</u>	<u>18,201</u>
	<u>=====</u>	<u>==</u>	<u>=====</u>	<u>=====</u>

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

4. ACTIVITIES FOR GENERATING FUNDS

	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
Fundraising events	-	-	-	2,027
Fees	100	-	100	-
Work Skills Project Sales	296	-	296	1,998
Staff Sales	-	-	-	15
	-----	----	-----	-----
	396	-	396	4,040
	=====	====	=====	=====

5. INVESTMENT INCOME

	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
Managed portfolio investments	2,071	-	2,071	3,504
Deposit account interest	2,481	-	2,481	1,859
	-----	----	-----	-----
	4,552	-	4,552	5,363
	=====	====	=====	=====

6. COSTS OF GENERATING VOLUNTARY INCOME

	2021 Total £	2020 Total £
Fundraising costs	1,408	1,875
Investment Management Costs	10,680	5,252
	-----	-----
	12,088	7,127
	=====	=====

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

7. COST OF CHARITABLE ACTIVITIES

	2021 Direct Costs £	2021 Support Costs £	2021 Total £	2020 Total £
Community Life Choices	100,547	144,791	245,338	285,761
Adult Home & Community Support	60,212	82,276	142,488	131,401
Autism Service	78,295	114,525	192,820	269,031
Work Skills	47,265	50,828	98,093	83,704
Adult Activity Days	16	20	36	2,129
Overnight Short Breaks	6,560	8,924	15,484	63,426
Carry on Club	3,041	4,086	7,127	5,217
Youth Club	2,573	3,312	5,885	6,661
Transition Service	20,569	30,813	51,382	52,708
After Schools Club	18,279	17,151	35,430	27,737
Playscheme	13,078	20,515	33,593	28,717
Saturday Club	26,441	32,833	59,274	59,074
Childrens Domiciliary Care	-	-	-	346
Conference Room	183	235	418	3,808
Governance Costs	-	3,764	3,764	3,846
	<u>377,059</u>	<u>514,073</u>	<u>891,132</u>	<u>1,023,566</u>

GOVERNANCE COSTS

	2021 Total £	2020 Total £
Staff costs	314	396
Auditors Remuneration	3,420	3,420
Postage and stationery	30	30
	<u>3,764</u>	<u>3,846</u>

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

8. SUPPORT COSTS

	Management	Accom & Premises	Communication	Depreciation	Minibus & Equipment motor vehicles	Total 2021	Total 2020	
	£	£	£	£	£	£	£	
Community Life Choices	120,270	15,916	1,638	4,362	1,565	1,040	144,791	79,535
Adult Home & Community Support	78,443	1,569	1,068	430	88	678	82,276	28,987
Autism Service	95,373	11,335	1,299	3,317	2,377	824	114,525	69,158
Work Skills	45,722	1,391	623	1,887	810	395	50,828	19,130
Adult Activity Days	20	-	-	-	-	-	20	217
Overnight Short Breaks	7,981	-	109	-	765	69	8,924	14,728
Carry on Club	3,825	-	52	-	176	33	4,086	1,397
Youth Club	3,239	-	44	-	1	28	3,312	1,307
Transition Service	25,838	2,235	352	612	1,553	223	30,813	16,151
After Schools Club	16,427	-	267	-	288	169	17,151	5,763
Playscheme	19,563	-	224	-	586	142	20,515	6,146
Saturday Club	30,397	-	414	-	1,759	263	32,833	14,162
Childrens Domiciliary Care	-	-	-	-	-	-	-	72
Conference Room	230	-	3	-	-	2	235	797
Governance Costs	-	-	-	-	-	-	-	-
	<u>447,328</u>	<u>32,446</u>	<u>6,093</u>	<u>10,608</u>	<u>9,968</u>	<u>3,866</u>	<u>510,309</u>	<u>257,550</u>

Support costs are allocated on the following basis

Activity	Basis of Allocation
Management & Administration	Employment costs per activity
Accommodation & Premises	Accommodation hours per annum
Communication	Employment cost per activity
Depreciation	Accommodation hours per annum
Depreciation - Motor vehicles	Mini-bus mileage activity
Mini-bus & Motor vehicles	Mini-bus mileage activity
Equipment costs	Accommodation hours per annum

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

9. NET INCOMING/OUTGOING RESOURCES

Net resources are stated after charging/crediting

	2021	2020
	Total	Total
	£	£
Depreciation – owned assets	12,648	12,756
Depreciation – leased assets	1,505	1,464
Auditors remuneration	3,420	3,420
Other operating leases	1,334	1,150
	=====	=====

There were no expenses reimbursed to members of the Board of Trustees during this or the previous year. No member of the Board of Trustees received any remuneration during this or the previous year.

10. ANALYSIS OF STAFF COSTS, TRUSTEE REMUNERATION AND EXPENSES, AND THE COST OF KEY MANAGEMENT PERSONNEL

	2021	2020
	Total	Total
	£	£
Salaries	696,003	802,688
Social security costs	40,439	46,468
Pension costs	17,653	18,857
	-----	-----
	754,095	868,013
	=====	=====

No employees had employee benefits in excess of £60,000 in the year (2020: £ nil). The charitable company's trustees were not paid or received any other benefits from employment with the charitable company in the year (2020: £ nil) neither were they reimbursed expenses during the year (2020: £ nil). No trustee received payment for professional or other services supplied to the charitable company (2020 £: nil).

The key management personnel of the charitable company, comprise the trustees, the Chief Executive Officer and additional management of Adult Services Manager, HR and Admin Manager, Childrens Services Manager and Finance Manager.

The total employee benefits of the key and additional management personnel of the charitable company were £117,444 (2020: £139,190).

The charitable company made £17,653 of contributions to the pension plan operated by The Peoples Pension on behalf of the employees (2020: £18,857).

For more information about the pension contributions refer to note 1 (k).

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

11. STAFF NUMBERS

The average monthly head count was 63 staff (2020:72) staff) and the average monthly number of full-time equivalent employees (including casual and part-time staff) during the year were as follows:

	2021	2020
	Total	Total
	No	No
Chief executive	1	1
Management staff	2	3
Administration and support	3	3
Staff – Direct services	35	37
	----	----
	41	44
	====	====

12. TAXATION

The charitable company is exempt from corporation tax on its charitable activities.

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	2020 Total £
Incoming and endowments from			
Donations and legacies	1,827	1,659	3,486
Charitable activities			
Contract Services	1,002,041	-	1,002,041
Grants	15,822	2,379	18,201
Other trading activities	4,040	-	4,040
Investments	5,363	-	5,363
	-----	-----	-----
Total income	1,029,093	4,038	1,033,131
	=====	=====	=====
Expenditure on:			
Raising funds	7,127	-	7,127
Charitable activities	1,019,088	4,478	1,023,566
	-----	-----	-----
Total expenditure	1,026,215	4,478	1,030,693
	=====	=====	=====
Net income(expenditure) and net Movement in funds before gains And losses on Investments	2,878	(440)	2,438
Net gains(losses) on investments	(21,859)	-	(21,859)
	-----	-----	-----
Net Income(expenditure)	(18,981)	(440)	(19,421)
Transfers between funds	-	-	-
Other recognised gains(losses)			
Other gains(losses) on revaluation of fixed assets	-	-	-
	-----	-----	-----
Net movement in funds	(18,981)	(440)	(19,421)
	=====	=====	=====
Reconciliation of funds:			
Total funds brought forward	816,625	1,807	818,432
	-----	-----	-----
Total funds carried forward	797,644	1,367	799,011
	=====	=====	=====

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

14. TANGIBLE FIXED ASSETS

Charity

	Freehold Property	Freehold Property Imps	Leasehold Property Imps	Fixtures & Fittings	Motor Vehicles	Total
	£	£	£	£	£	£
Cost						
At 1 April 2020	295,000	7,146	15,056	53,860	88,585	459,647
Additions	-	-	-	4,746	-	4,746
Disposals	-	-	-	25,078	28,055	53,133
AT 31 MARCH 2021	295,000	7,146	15,056	33,528	60,530	411,260
Depreciation						
At 1 April 2020	-	371	4,131	34,372	71,706	110,580
Charge for year	-	1,786	1,505	7,315	3,547	14,153
Revaluation	-	-	-	-	-	-
Disposals	-	-	-	24,773	26,182	50,955
AT 31 MARCH 2021	-	2,157	5,636	16,914	49,071	73,778
NET BOOK VALUE						
At 31 March 2021	295,000	4,989	9,420	16,614	11,459	337,482
At 31 March 2020	295,000	6,775	10,925	19,488	16,879	349,067

If the charitable company's freehold property had not been revalued it would be stated at historical cost of £180,554.

A professional valuation of the freehold property on Shelley Street, Loughborough, Leicestershire was carried out by Alexanders, a commercial property consultants, on 13 May 2019.

Their valuation was in the sum of £295,000. The carrying value of this asset in the balance sheet amounts to £295,000.

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

15. FIXED ASSEST INVESTMENTS

MARKET VALUE

	2021	2020
	Total	Total
	£	£
Opening cost/valuation	184,661	208,269
Additions	28,604	-
Disposals	(31,648)	(260)
Unrealised gain/(losses)	54,983	(23,348)
Movement in cash awaiting investment	305	-
	-----	-----
Closing cost / valuation	236,905	184,661
	=====	=====

16. DEBTORS

	2021	2020
	Total	Total
	£	£
Trade debtors	88,038	103,101
Prepayments and accrued income	10,207	10,827
Other debtors	14,774	-
	-----	-----
	113,019	113,928
	=====	=====

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	Total	Total
	£	£
Trade creditors	6,288	11,076
Social security and other taxes	6,827	10,235
Accruals and deferred income	116,189	109,368
Other creditors	9,762	-
	-----	-----
	139,066	130,679
	=====	=====

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

18. FINANCIAL COMMITMENTS

The charitable company has annual commitments under non-cancellable operating leases as follows:

	2021	2020
	Total	Total
	£	£
Operating leases which expire:		
Within 1 year		
Land and Buildings	14,158	7,079
Other items	627	627
Within 2 to 5 years		
Land and buildings	-	-
Other items	1,098	1,725
	=====	=====

19. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021	2020
	Total	Total
	£	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	148,792	(19,421)
Adjustments for:		
Depreciation charges	14,153	14,220
(Gains)/losses on investments	(54,983)	23,348
Dividends, interest from investments	(4,552)	(5,363)
Loss/(profit) on the sale of fixed assets	1,179	-
(Increase)/decrease in debtors	909	(11,087)
Increase/(decrease) in creditors	48,387	5,157
Revaluation gains	-	-
	-----	-----
Net cash provided by (used in) operating activities	153,885	6,854
	=====	=====

20. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Resources	Resources	Resources	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets	573,325	1,062	574,387	533,728
Current assets	552,482	-	552,482	395,962
Current liabilities	(139,066)	-	(139,066)	(130,679)
	-----	-----	-----	-----
Net assets at 31 March 2021	986,741	1,062	987,803	799,011
	=====	=====	=====	=====

**GLEBE HOUSE (CHARNWOOD) LIMITED
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
(CONTINUED)**

21. MOVEMENT IN FUNDS

Restricted funds	At 1 April 2020 £	Incoming resources £	Outgoing resources £	At 31 March 2021 £
Capital Grants – Short Breaks for Charnwood Borough Council Social Club	1,367	-	305	1,062
	-	750	750	-
	----- 1,367	----- 750	----- 1,055	----- 1,062
	=====	=====	=====	=====

**22. RELATED PARTY TRANSACTIONS AND TRUSTEE'S EXPENSES AND
REMUNERATION**

There were no related party transactions requiring disclosure undertaken during the year.

23. CONTINGENT LIABILITIES

There exists a contingent liability for £102,755 in respect of a claim made by Leicestershire County Council ('The Council'). In March 2013 the charitable company vacated premises owned by the council. In January 2014 the council made a claim for £95,000 based on the assumption of the work required and estimated costs in respect of dilapidations. The charitable company instructed surveyors to carry out a survey of the building, however the council let the building and carried out the work before an independent survey could be carried out. This is not in accordance with the Royal Institute of Chartered Surveyors protocols. The anticipated costs of £95,000 were provided for in the accounts for the year ended 31 March 2013. In February 2015, the council made a revised claim on a costs incurred basis for £197,755. The charitable company has requested further information from the council but none has been forthcoming. Based on the advice of an independent surveyor the difference in the two claims relates to building works necessary for statutory compliance which cannot be claimed as dilapidations.

Following the advice received the trustees consider that no additional provision is necessary.