

THE WORMWOOD SCRUBS PONY CENTRE
(A charitable company limited by guarantee)

**DIRECTORS' AND TRUSTEES' REPORT
AND ACCOUNTS**

FOR THE YEAR ENDED 31ST MARCH 2021

Company No: 2762589
Charity No: 1045045

THE WORMWOOD SCRUBS PONY CENTRE
(Company Limited by Guarantee)

REPORT AND ACCOUNTS

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THE WORMWOOD SCRUBS PONY CENTRE
(Company Limited by Guarantee)

DIRECTORS' AND TRUSTEES' REPORT

FOR THE YEAR ENDED 31ST MARCH 2021

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ended 31st March 2021, which are also prepared to meet the requirements for a directors' report and Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Report by Charities: Statements 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 2015) - (Charity SORP (FRS 102) Revised).

OUR PURPOSE AND ACTIVITIES

The Wormwood Scrubs Pony Centre, started in 1989 by Sister Mary Joy Langdon, has continued to grow over 32 years into the outstanding Centre it is today. It provides riding, equine therapy and classes in horse care and stable management to inner city children and young people. We aim to provide a unique opportunity to disadvantaged, disabled and hard-to-reach young people. It is our experience that interaction with horses develops confidence, raises self-esteem and enhances life-chances in our young people, a majority of whom have disabilities. We also encourage them to have fun in a safe and secure environment.

The Centre is unique in its provision in the local area. We liaise with local schools, community groups, voluntary sector infrastructure bodies, paediatricians and local support agencies. We are a group member of the Riding for the Disabled Association, a Pony Club Branch, an approved British Horse Society establishment and an honorary member of the Association of British Riding Schools. We have grown during the past 32 years from offering weekend riding only to providing a full week of riding, equine therapy activities, stable management and community involvement. Young people work towards a wide variety of certificates and achievement awards.

A number of local schools bring individual children or groups of children for riding and equine therapy at the Centre – some at irregular intervals. When the relaxation of Covid-19 lockdown restrictions allowed, the following schools returned to the Centre: The Bridge AP Academy School, Castlebar School, Chelsea Community Hospital School, Edith Kay School and St Marylebone Bridge School. Under normal working conditions, several schools send children for work experience and we are involved with a local community service programme.

We have robust policies in place which are under constant review and are fully implemented, including the following:

- Pony Centre Handbook
- Data Protection
- Health and Safety
- Equality and Diversity
- Safeguarding
- Equine Policies

All members of staff attend a *Safeguarding Children* course, have current *First Aid* qualifications and DBS (Disclosure and Barring Service) checks. DBS checks for volunteers are regularly processed. During this year, the three senior staff have completed a BEF Advanced Equestrian Safeguarding Course for Safeguarding Officers.

Our volunteers

Our dedicated team of volunteers of all ages continues to provide invaluable support to the Pony Centre. In fact, without them, it would be difficult if not impossible to run a Centre such as ours.

There is a wide range of activities covered by the team which include:

- teaching riding to youngsters of all abilities;
- leading horses and ponies;
- mucking out the stables;
- grooming horses;
- tack cleaning;
- night stable duties;
- attending at night if the alarm is activated;
- providing administrative skills;
- being involved in special events held at the Centre;
- doing a variety of odd jobs around the yard.

We owe each one an immense debt of gratitude for their tireless support.

THE WORMWOOD SCRUBS PONY CENTRE
(Company Limited by Guarantee)

DIRECTORS' AND TRUSTEES' REPORT (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2021

Staffing

The Pony Centre has a strong staff team. The senior team members consider it important to train the younger members and to support them as they develop. In this way further qualifications can be achieved, enabling them to progress in their equestrian careers.

CEO

- Sister Mary Joy Langdon BEM: BHS APC Regd Coach; FRDA; ABRS Principal's Diploma; Pony Club Accredited Coach; Regd RDA Advanced Coach; RDA Vaulting Coach; UK Tutoring in Sports Coach Educator L3

Stable Yard Team

- Richard Watson Senior Coach and Equine Trainer, Classical Dressage Coach, RDA Coach in training, First Aider, Fire Marshal
- Caryn Stanley Senior Groom, RDA Coach in training, First Aider, Fire Marshal
- Samantha Cyrus Groom, First Aider, Fire Marshal
- Stojancho Bozhanov Apprentice Groom, First Aider, Fire Marshal

Trainees

- James Cooper
- Sabah Labed
- Emily Gillespie
- Bella Russell-Heller

Riding Coaches

- Janet Coe: BHS PTC
- Michelle Coles: Pony Club B
- Tonya Ellis: BHS APC Regd Coach
- Claudia Howard: BHS APC Regd Coach
- Helen Jones: RDA Coach
- Sue Keyser: RDA Coach in Training
- Mary Joy Langdon: BHS APC Regd Coach; RDA Advanced Coach
- Elio Marchesi: RDA Coach in Training
- Allison Moulding: RDA Coach in Training
- Veronica Newson: RDA Green Coach
- Judy Skelly: RDA Coach in Training
- Paul Turner: RDA Coach
- Richard Watson: RDA Coach in Training
- Frankie Wynne: Qualified Alexander Technique Coach, specialising in coaching sessions on the mechanical horse

Courses and training offered during the year April 2020 – August 2021

- Coach Development - 6-week course
- FAA Emergency First Aid at Work (RQF)
- Fire Marshall Certificate
- LGBT+ training for trustees, staff and volunteers provided by CNWL NHS Foundation Trust
- Manual Handling Certificate
- Mental Health Certificate
- Risk Assessment Training

Achievements and Performance – The Pony Centre in the first year of the Covid-19 pandemic

Due to the Covid-19 pandemic, in mid-March 2020 Wormwood Scrubs Pony Centre was forced to close down completely. At a stroke, this meant that all equine related activities stopped - to the immense disappointment of our young riders, their families, staff, volunteers, trustees and friends. From that moment, staff, trustees and volunteers devoted their energies to caring for the equines, maintaining the yard, bidding for grant funding and, importantly, staying in touch with our Wormwood Scrubs Pony Centre family.

THE WORMWOOD SCRUBS PONY CENTRE
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DIRECTORS' AND TRUSTEES' REPORT (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2021

Immediately, the CEO organised for 12 of our 18 equines to go out to grass thanks to some very generous people in Hertfordshire, Oxfordshire and Middlesex. It was not easy to see the horses leave but it meant that fewer staff and volunteers needed to travel in to the Centre to maintain the yard and care for the remaining horses and donkeys. Two small distinct teams of staff and volunteers were organised to work in accordance with the strict Covid-19 regulations – and they did an absolutely sterling job. A number of staff were furloughed.

At the same time, the CEO, staff and trustees worked creatively to stay in touch with our riders and their families. A weekly report featuring numerous photos kept the WSPC family up-to-date especially with the horses which were out to grass. A variety of online and paper-based courses for various ages were created and circulated. They focused on caring for horses and on riding at all levels.

The Pony Centre remained under lockdown from 15th March to early September. In preparation for the resumption of riding and related activities, our horses began to return from grass in early August and were introduced to a carefully planned regime of exercise to prepare them for the re-opening in September. The larger horses returned first in order to allow individual able-bodied riders to begin riding again as they could do so in a socially distanced way.

In normal times, our CEO runs Pony Club sessions for up to thirty young people, in our purpose-built classroom. These sessions are invaluable as they teach young people about horses and how to care for them. They also follow courses in first-aid and fire-safety. The group is inclusive and is made up of young people over the age of 7, irrespective of ability or disability. It is a vital precursor to riding at the Pony Centre as we believe that all riders need to know about and understand everything that riding should entail.

During the Summer we worked on ways of being able to continue this work within the government guidelines. We have very limited turn-out space but in our front paddock, grant funding money was used to build an outdoor classroom, open at the front and sides but with a back and a roof - so it was airy and yet sheltered from the rain. From our tentative re-opening in September, our Pony Club sessions were safely conducted outside in a safe, sheltered environment.

During Summer we were also able to install two movable field shelters so that some of our horses and ponies could live out at night following their return from grass in August. We were also able to run our Kindergarten sessions for children from three to seven years. These serve a dual purpose: they introduce the very young to the beauty of the horse and they raise funds.

When we re-opened on 19th September 2020, we were able to offer riding to less than a quarter of our disabled riders for a variety of reasons. However, we successfully trained our parent/carers to assist their young riders to mount and dismount and also, crucially, to support them by side-walking during the ride. This was necessary because staff and volunteers were no longer safely able to do this because of social distancing regulations.

With the good weather and our new outdoor facilities, we were able to provide riding and stable-management to some of our clients until 3rd November 2020 when London was once again completely locked down. Unlike from March to August, we were unable to send our horses to grass so we had nineteen equines on site to be fed and exercised by staff and volunteers in a Covid-secure way.

Since 3rd November 2020 until the end of the financial year March 2021, we remained closed. However, during this time we concentrated on staff and volunteer training. We have three full-time students who joined us in September and an apprentice working towards qualifications in Horse Care. They follow a programme of practical training with our CEO and Senior Coach for four days and have one day of study.

During the year, fundraising activities which involved people coming together could not take place. However, they did not stop completely and each one exceeded its target: in May 2020, Richard Burke ran a half marathon raising over £3,000; a Christmas Hamper Raffle raised over £2,000; and to 'end' the year in April 2021, a highly enjoyable online Race Night brought in over £5,000. Sincere gratitude goes to all Pony Centre friends who generously supported these events.

Public benefit statement

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance public benefit: running a charity (PD2). The achievements and activities above demonstrate the public benefit arising through the Charity's activities.

THE WORMWOOD SCRUBS PONY CENTRE
(Company Limited by Guarantee)

DIRECTORS' AND TRUSTEES' REPORT (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2021

FINANCIAL REVIEW

The Statement of Financial Activities showed net surplus of £57,745 (2020 – deficit £38,237) for the year and reserves stand at £259,500 (2020 – £201,755).

Principal funding sources are donations and grants received from private or corporate donors and from statutory bodies.

Throughout the financial year April 2020 - March 2021, like all charities, WSPC has been dramatically affected by the periods of lockdown necessitated by the global pandemic. We are therefore particularly grateful to the individuals, groups and trusts who have supported the work of the Pony Centre during this extremely challenging time. We thank: The Banham Trust, Johnny Boden, Richard Burke Half Marathon, H Cartwright, Charters Towers School Old Girls, Martin Clunes, CJ Dennistoun, Gordon & Amanda Grender, DV & MWC Hamblin, Hammersmith Dog Training Club, A & K Heaps, the Infant Jesus Sisters and friends, Mrs J M Ives, R Jones, S Kayser, S Langford, Clare Maxwell-Hudson, Knights of the Masonic Order of the Red Cross of Constantine, William Reddaway, Shenoah Taylor, Sarah Tozer, Tradeweb Care, P White. This year we thank particularly the friends of the Pony Centre who, realising the effect the Covid-19 lockdown would have on our resources, came forward with spontaneous donations.

Successful grant applications made: April 2020 – March 2021

In response to the Covid-19 lockdown, the CEO and trustees devoted much time and energy to grant applications. We offer our sincere gratitude to the following organisations for their generous grants: BHS Hardship Fund; Chelsea Square 1994 Trust; The Elise Pilkington Foundation; the Forefront Foundation Ltd; the Grocers' Charity; LCF (London Community Response Fund); the Loriners Charitable Trust; the K & C Foundation; the Jack Petchey Foundation; John Lyon's Charity; Sports England – Community Emergency Fund; Wednesday's Child.

Investment powers and policy

The Directors consider it prudent to maintain an adequate balance of unrestricted funds to cover the Charity's contractual commitments and ideally aim to have 6 months running costs, excluding donated services, in reserve. Currently the charity has approximately 6 months running costs in free reserves.

Throughout the period of April 2020 to the present date, the trustees have met on a monthly rather than the usual quarterly basis to closely monitor that our reserves were adequate and that there were sufficient funds to maintain the charity. The treasurer prepared financial forecasts to indicate how long funds were likely to last. At the same time, as mentioned above, the CEO and trustees made numerous grant applications and successfully procured all Covid-related grants from central government and from our local authority. This income replaced the income from equine activities and from major fundraising events, which had been so adversely affected by Covid-19 restrictions. As a result of this diligence, the charity ended the financial year on a remarkably secure footing.

The Directors consider that the Charity's reserves will enhance the services provided and provide financial security for the future. The reserves held in unrestricted funds, which have not been designated or invested in fixed assets, at the 31st March 2021 were £138,379 (2020 – £64,357).

Investments

The Wormwood Scrubs Pony Centre does not hold any investments. The Board still considers the financial outlook as too volatile for investment. All reserves are therefore held in cash in bank accounts and readily available.

Charitable and political donations

During the year the charity made no political or charitable donations.

THE WORMWOOD SCRUBS PONY CENTRE
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DIRECTORS' AND TRUSTEES' REPORT (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2021

FUTURE PLANS AND DEVELOPMENTS

It is the plan over the coming year to hold several new courses for SEN youngsters including those with mental health issues. The courses will include learning to ride as well as non-riding activities where the young people will learn through the ponies.

They will also be given the opportunity of Alexander Technique sessions on the mechanical horse.

During the courses, there will be stable yard classroom sessions where they will develop skills such as basic first aid, CPR and fire safety and other life skills.

In addition, we plan on developing the kindergarten programme and incorporating disabled children in these sessions.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Wormwood Scrubs Pony Centre is registered under the Companies Act 1985 as a company limited by guarantee and not having a capital divided by shares.

The company was incorporated on 6 November 1992 and is a registered charity on 16 March 1995 constituted as a limited company under the Memorandum and Articles of Association. The charity registration number is 1045045 and the company registration number is 2762589.

Recruitment and appointment of Directors / Trustees

As set out in the Articles of Association, the chair of the Directors/Trustees is nominated by The Wormwood Scrubs Pony Centre. The Directors of the organisation are also the charity trustees for the purposes of charity law.

The Board of Directors has power to appoint additional Trustees as it considers fit do to so.

Directors/Trustees are elected to serve for a period of three years after which they will be eligible for re-election.

The Directors/Trustees in office in the year are set out on page 7. The Trustees have no beneficial interest in the company other than as members. The Trustees are also the directors of the company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of winding up. The Board has the power to appoint additional Directors.

Trustee Induction and training

The Trustees maintain a good working knowledge of charity and company law and best practice by regular reading of charity press articles and scrutiny of Companies House, Charity Commission, other Government and voluntary organisation advisory websites. New Trustees are given copies of the Memorandum and Articles of Association and copies of previous year's minutes and attend an induction session given by an experienced Trustee.

Organisation

The Centre is run by the Board of Directors, who meet at least four times a year and who are available at all times to offer guidance and support. It also has assistance from a firm of solicitors and a firm of accountants whose help is invaluable and readily available. Our thanks go to them.

Related parties

The charity works closely with other similar organisations as detailed in Our Purpose and Activities Section of the Trustees Report above. None of the charity's trustees are directors or trustees of these other organisations.

Pay policy for senior staff

The pay and remuneration of the charity's key management personnel is reviewed annually by the Trustees taking into account the individual's performance and the charity's financial position.

THE WORMWOOD SCRUBS PONY CENTRE
(Company Limited by Guarantee)

DIRECTORS' AND TRUSTEES' REPORT (Cont/d)
FOR THE YEAR ENDED 31ST MARCH 2021

Risk Management

The trustees have a risk management strategy which comprises:

- An annual review of the risks the charity may face;
- The establishment of systems and procedures to mitigate those risks identified in the plan;
- Implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

REFERENCE AND ADMINISTRATIVE DETAILS

Company Number: 2762589

Charity Number: 1045045

Patron Mr Martin Clunes OBE

Directors and Trustees:

Ms Janice Gardner Chairperson

The Hon. Tim Boyd

Ms Sue Kayser Acting Treasurer

Ms Jessie Khera

Ms Melissa KilBride

Ms Tracey Spensley *Appointed 20/05/2021*

Ms Patricia White

Mr Hugh Cartwright *Resigned 24/03/2021*

Ms Daphne Hamblin *Resigned 24/04/2021*

Ms Kathy Heaps *Resigned 22/06/2021*

Secretary: Ms Melissa KilBride

Senior Management Team: Sr Mary Joy Langdon – Chief Executive Officer

Registered Office: 93 Tabernacle Street, London EC2A 4BA

Independent Examiner: Mr Samir Shah ACA, Ramon Lee Ltd, 93 Tabernacle Street, London EC2A 4BA

Bankers: NatWest Plc., 25 Shepherds Bush Green, London W12 8PR
Co-Operative Bank, Online Banking (cooperativebank.co.uk/business)

THE WORMWOOD SCRUBS PONY CENTRE
(Company Limited by Guarantee)

DIRECTORS' AND TRUSTEES' REPORT (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2021

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

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

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its income and expenditure for that period. In preparing these financial statements, the Trustees are required to:

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

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

The trustees are responsible for 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.

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

APPROVAL

This report was approved by the Trustees and Directors on 7th September 2021 and signed on their behalf.



Melissa KilBride
Secretary

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE WORMWOOD SCRUBS PONY CENTRE**
(Company Limited by Guarantee)

I report on the accounts of the company for the year ended 31st March 2021.

This report is made solely to the charity's trustees, as a body, in accordance with the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my Independent Examination, for this report, or for the opinions I have formed.

Respective responsibilities and basis of report

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts 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 for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your 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).

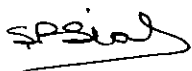
Independent examiner's statement

The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of Institute of Chartered Accountants of England and Wales.

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.



**SAMIR SHAH ACA
RAMON LEE LTD**

**93 TABERNACLE STREET
LONDON EC2A 4BA**

7th SEPTEMBER 2021

THE WORMWOOD SCRUBS PONY CENTRE
(Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES
SUMMARY INCOME AND EXPENDITURE ACCOUNT**

FOR THE YEAR ENDED 31ST MARCH 2021

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	2021 £	2020 £
Income						
Donations	2	93,592	-	15,335	108,927	58,623
Income from charitable activities	3	97,787	-	37,230	135,017	109,362
Income from trading activities	4	6,504	-	-	6,504	54,949
Investment income	5	238	-	-	238	955
Total income		198,121	-	52,565	250,686	223,889
Expenditure						
Cost of raising funds	6	748	-	-	748	13,017
Expenditure on charitable activities	6	127,858	-	64,335	192,193	249,109
Total expenditure		128,606	-	64,335	192,941	262,126
Net income/(expenditure) and net movement in funds for the		69,515	-	(11,770)	57,745	(38,237)
<i>Reconciliation of funds</i>						
Total funds, brought forward		162,755	-	39,000	201,755	239,992
Total funds, carried forward		232,270	-	27,230	259,500	201,755

The Statement of Financial Activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

CONTINUING OPERATIONS

None of the company's activities were acquired or discontinued during the above financial periods.

TOTAL RECOGNISED GAINS AND LOSSES

The company has no recognised gains or losses other than the above movement in funds for the above financial periods.

The notes on pages 12 to 20 form part of these accounts.

THE WORMWOOD SCRUBS PONY CENTRE
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BALANCE SHEET AS AT 31ST MARCH 2021

	Notes	2021		2020	
		£	£	£	£
Fixed assets					
Tangible assets	10		93,892		98,398
Current assets					
Debtors	12	4,538		4,724	
Cash at bank and in hand		216,869		169,640	
		<u>221,407</u>		<u>174,364</u>	
Liabilities					
Creditors falling due within one year	13	16,798		19,007	
Net current assets			204,608		155,357
Total assets less current liabilities			<u>298,500</u>		<u>253,754</u>
Creditors falling due after more than one year	14		39,000		52,000
			<u>259,500</u>		<u>201,754</u>
The funds of the charity:					
Unrestricted funds:					
General	17		232,270		162,755
Designated	17		-		-
Restricted funds	17		27,230		39,000
Total charity funds			<u>259,500</u>		<u>201,755</u>

For the financial year ended 31st March 2021 the company was entitled to exemption from audit under section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The directors acknowledged their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as is applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime within Part 15 of the Companies Act 2006.

These accounts were approved by the Board of Directors and Trustees on 7th September 2021 and were signed on its behalf by:



..... Ms Janice Gardner (CHAIR)

Company Registration No. 2762589

The notes on pages 12 to 20 form part of these accounts.

THE WORMWOOD SCRUBS PONY CENTRE
(Company Limited by Guarantee)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2021

1. ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

1.1 Basis of preparation of accounts

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – Charities SORP (FRS 102) Revised, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

1.2 Preparation of accounts on a going concern basis

Having regard to the level of reserves and the ongoing level of expenditure against unrestricted funds in conjunction with the development of the organisation's activity in the coming year, the trustees are satisfied that the accounts should be prepared on a going concern basis.

1.3 Incoming

Income is recognised when the Charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and amount can be measured reliably.

- a) Income received by way of grants, donations and legacies are included in full in the Statement of Financial Activities when received, unless they relate to a specified future period, in which case they are deferred.
- b) Legacies entitlement is taken as the earlier of the date on which either: the charity is aware that the probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Charity that the distribution is made, or when a distribution is received from the estate. No legacies were received during the year.
- c) Income from charitable activities received by way of revenue grants and donations are credited to restricted incoming resources on the earlier date of when they are received or when they are receivable, unless they relate to a specified future period, in which case they are deferred.
- d) Grants and donations of general nature which are not conditional on delivering certain levels of service are included as part of Grants, Donations and Legacies as shown under note 2. Performance related grants and donations which have conditions for a specific outcome are included as Income from Charitable Activities as shown in Note 3.
- e) Capital grants for the purchase of fixed assets are credited to restricted incoming resources on the earlier date of when they are received or receivable. Depreciation on the related fixed assets is charged against the restricted fund.
- f) Investment income is included when receivable.
- g) Income from charitable activities include income recognised as earned (as the related goods and services are provided) under contract.

1.4 Volunteers and donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt. No such donations were received during the year.

THE WORMWOOD SCRUBS PONY CENTRE
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NOTES TO THE ACCOUNTS (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2021

1.5 Expenditure recognition

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure is classified under the following activity headings:

- a) Cost of raising funds comprises the cost of seeking donations and legacies and the costs of trading for fundraising purposes.
- b) Expenditure on charitable activities includes the costs directly associated to providing horse riding facilities to further the purposes of the Charity and their associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

1.6 Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The basis on which support costs have been allocated are set out in note 7.

1.7 Funds accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity.

Restricted funds are those funds which can only be used in accordance with the wishes of the donor which have been raised for a particular purpose.

1.8 Operating leases

The charity classifies the lease of property as an operating lease. The rentals are charged to the Statement of Financial Activities on a straight-line basis over the lease duration.

1.9 Cash flow statement

The charitable company qualifies as a small company and advantage has been taken of the exemption provided by SORP (FRS 102) as amended by Bulletin 1, not to prepare a cash flow statement.

1.10 Taxation

The Charity is a registered charity and, therefore, is not liable for Income Tax or Corporation Tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

1.11 Pensions

The company operates a defined contribution pension scheme on behalf of its staff. The assets of the scheme are held separately from those of the company in an independently administered fund. Contributions to the scheme are charged to income and expenditure account in the year in which they are payable.

1.12 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Short leasehold building	-	Over length of lease
Stables, etc	-	20% reducing balance
Livestock	-	Not depreciated
Fixtures, fittings & equipment	-	20% on cost

1.13 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.

THE WORMWOOD SCRUBS PONY CENTRE
(Company Limited by Guarantee)

NOTES TO THE ACCOUNTS (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2021

1.14 Cash at bank and In hand

Cash at bank and in hand includes cash and short term cash deposits.

1.15 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount 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.

1.16 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.17 Judgement and key sources of estimation uncertainty

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

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

2. GRANTS, DONATIONS AND LEGACIES

	Unrestricted Funds £	Restricted Funds £	2021 £	2020 £
Donations and Gifts	93,592	-	93,592	58,623
Forefront Foundation Ltd	-	15,335	15,335	-
	<u>93,592</u>	<u>15,335</u>	<u>108,927</u>	<u>58,623</u>

Grants, donations and legacies income in 2020 totalling £58,623 was all attributed to unrestricted funds.

3. INCOME FROM CHARITABLE ACTIVITIES

Grants receivable are shown at the agreed level of funding for the year 2020/2021 as under:

	Unrestricted Funds £	Restricted Funds £	2021 £	2020 £
Sales within charitable activities	20,639	-	20,639	68,922
Performance related grants	75,268	37,230	112,498	38,260
Other income	1,880	-	1,880	2,180
	<u>97,787</u>	<u>37,230</u>	<u>135,017</u>	<u>109,362</u>

Income from charitable activities in 2020 totalling £109,362 was attributed to unrestricted funds of £72,862 and £36,500 to restricted funds.

THE WORMWOOD SCRUBS PONY CENTRE
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NOTES TO THE ACCOUNTS (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2021

4. INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted Funds	2021	2020
	£	£	£
Fundraising events	6,504	6,504	54,949
	6,504	6,504	54,949

Income from other trading activities in 2020 totalling £54,949 was all attributed to unrestricted funds.

5. INVESTMENT INCOME

	Unrestricted Funds	2021	2020
	£	£	£
Cash deposit interest	238	238	955
	238	238	955

Investment income in 2020 totalling £955 was all attributed to unrestricted funds.

6. ANALYSIS OF EXPENDITURE

	Raising Funds	Riding School	2021	2020
	£	£	£	£
Staff costs	-	112,876	112,876	149,262
Depreciation	-	27,275	27,275	22,842
Horse costs	-	31,885	31,885	34,540
Support costs (Note 7)	748	17,637	18,385	53,082
Governance costs (Note 7)	-	2,520	2,520	2,400
	748	192,193	192,941	262,126

Of the £192,941 expenditure in 2021 (2020 - £262,126), £128,606 was charged to unrestricted funds (2019 - £176,580), £Nil to designated funds (2019 - £40,000) and £64,335 to restricted funds (2019 - £45,546).

THE WORMWOOD SCRUBS PONY CENTRE
(Company Limited by Guarantee)

NOTES TO THE ACCOUNTS (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2021

7. ANALYSIS OF SUPPORT AND GOVERNANCE COSTS

The Charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Governance costs and other support costs are apportioned separately between charity's two key activities undertaken (see note 6) in the year. All the general support and governance costs have been apportioned to the various charitable activities on the basis of staff time allocated to each activity.

	General support	Governance	2021	2020
	£	£	£	£
Administration	1,514	-	1,514	7,208
Premises	11,323	-	11,323	26,197
Subscriptions and licence fee	1,355	-	1,355	7,015
Communication	1,738	-	1,738	1,572
Travel and motor	2,455	-	2,455	5,090
Professional fees	-	-	-	6,000
Independent examination	-	2,520	2,520	2,400
	<u>18,385</u>	<u>2,520</u>	<u>20,905</u>	<u>55,482</u>

8. SURPLUS FOR THE YEAR

The surplus is shown after charging:

	2021	2020
	£	£
Depreciation of tangible fixed assets	27,275	22,842
Operating leases - rent	10,126	8,932
Independent examiner's fees	2,520	2,400
	<u>27,275</u>	<u>22,842</u>

9. ANALYSIS OF STAFF COSTS, TRUSTEES REMUNERATION AND EXPENSES, AND COST OF KEY MANAGEMENT PERSONNEL

STAFF COSTS	2021	2020
	£	£
Salaries	107,950	128,509
National Insurance	-	1,543
Pension	1,368	1,670
	<u>109,319</u>	<u>131,722</u>

No employee earned more £60,000 including benefits.

The key management personnel of the charity comprise of the Chief Executive Officer and the Manager. The total employee benefits of the key management personnel of the charity were £77,302 (2020 - £59,505).

The average monthly number of staff employed by the charity during the year was as follows:

Management	2	2
Project	4	4

THE WORMWOOD SCRUBS PONY CENTRE
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NOTES TO THE ACCOUNTS (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2021

10. TANGIBLE FIXED ASSETS

	2021	2020
	£	£
NET BOOK VALUES		
Short leasehold building	-	-
Stables, etc.	56,016	63,494
Livestock	26,200	26,200
Fixtures, fittings & equipment	11,676	8,704
	93,892	98,398

MOVEMENTS IN YEAR

<u>Cost or valuation</u>	Opening Balances	Additions	Disposals	Closing Balances
	£	£	£	£
Short leasehold building	350,000	-	-	350,000
Stables, etc.	229,373	16,035	-	245,408
Livestock	26,200	-	-	26,200
Fixtures, fittings & equipment	123,493	6,733	-	130,226
	729,066	22,768	-	751,834

<u>Depreciation</u>	Opening Balances	Charge For Year	Disposals	Closing Balances
	£	£	£	£
Short leasehold building	350,000	-	-	350,000
Stables, etc.	165,879	23,513	-	189,392
Livestock	-	-	-	-
Fixtures, fittings & equipment	114,789	3,761	-	118,550
	630,668	27,274	-	657,942

Short Leasehold Building

Short leasehold building is the indoor riding school constructed during 1994 at no cost to the charity, by the BBC Television "Challenge Anneka" programme. The value shown in the accounts is an estimate of the costs of constructing the building which was prepared by HGS Groves and Partners, Chartered Quantity Surveyors and Sarah Granville, Architect in March 1994 before the project was undertaken by "Challenge Anneka".

11. TAXATION

Being a registered charity, The Wormwood Scrubs Pony Centre is exempt from tax on income and gains falling within Section 505 Taxes Act 1988 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

No tax charges have arisen in the year (2020 - none).

THE WORMWOOD SCRUBS PONY CENTRE
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NOTES TO THE ACCOUNTS (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2021

12. DEBTORS

	2021	2020
	£	£
Prepayments	4,538	4,724
	4,538	4,724

13. CREDITORS: amounts falling due within one year

	2021	2020
	£	£
Taxation and Social Security	765	1,208
Accruals	3,033	4,799
Loan - Patricia White	13,000	13,000
	16,798	19,007

14. CREDITORS: Amounts falling due after more than one year

	2021	2020
	£	£
Loan - Patricia White	39,000	52,000
	39,000	52,000

The loan provided by Patricia White is unsecured and interest free.

15. PENSION

The Company operated a defined contribution pension scheme for five of its employees during the year.

16. SHARE CAPITAL

The company is limited by guarantee and does not have a share capital divided by shares.

17. MOVEMENTS IN FUNDS

	Balance at 01.04.20	Income	Expenditure	Transfers	Balance at 31.03.21
	£	£	£	£	£
Restricted funds:					
Jack Petchey Foundation	1,500	2,230	1,500	-	2,230
John Lyon's Charity	37,500	25,000	37,500	-	25,000
Sport England - CEF	-	10,000	10,000	-	-
Forefront foundation	-	15,335	15,335	-	-
	39,000	52,565	64,335	-	27,230
General funds	162,755	198,121	128,606	-	232,270
Total funds	201,755	250,686	192,941	-	259,500

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NOTES TO THE ACCOUNTS (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2021

17. MOVEMENTS IN FUNDS (continued)

Movement In funds – previous year

	Balance at 01.04.19	Income	Expenditure	Transfers	Balance at 31.03.20
	£	£	£	£	£
Restricted funds:					
Elise Pilkington Trust	2,046	-	2,046	-	-
Jack Petchey Foundation	1,000	1,500	1,000	-	1,500
John Lyon's Charity	45,000	35,000	42,500	-	37,500
	<u>48,046</u>	<u>36,500</u>	<u>45,546</u>	<u>-</u>	<u>39,000</u>
Unrestricted funds:					
Designated funds					
Premises and maintenance fund	40,000	-	40,000	-	-
	<u>40,000</u>	<u>-</u>	<u>40,000</u>	<u>-</u>	<u>-</u>
General funds	<u>151,946</u>	<u>187,389</u>	<u>176,580</u>	<u>-</u>	<u>162,755</u>
Total unrestricted funds	<u>191,946</u>	<u>187,389</u>	<u>216,580</u>	<u>-</u>	<u>162,755</u>
Total funds	<u>239,992</u>	<u>223,889</u>	<u>262,126</u>	<u>-</u>	<u>201,755</u>

RESTRICTED FUNDS

The funding for individual projects included in restricted funds is detailed below:

Elise Pilkington Trust: grant provided towards the resurfacing of the arena.

Jack Petchey Foundation: grant towards internal moveable fencing and the Pony Club activities.

John Lyon's Charity: towards core costs and the purchase of two new ponies for the Pony Centre and appropriate training in 2020/21.

Sports England – CEF: The Community Emergency Fund has been developed to help community sport and physical activity organisations meet their obligations, in particular fixed costs, which are no longer supported with revenue as a result of coronavirus.

Forefront Foundation: makes specific purpose donations for the benefit of young and old persons in the UK and overseas.

DESIGNATED FUNDS

Premises and maintenance fund: the trustees have designated funds towards renewal and maintenance of the stables.

THE WORMWOOD SCRUBS PONY CENTRE
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NOTES TO THE ACCOUNTS (Cont/d)

FOR THE YEAR ENDED 31ST MARCH 2021

18. ANALYSIS OF FUND BALANCES BETWEEN NET ASSETS

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Fixed assets	93,892	-	-	93,892	98,398
Net Current assets	138,379	-	27,230	165,609	103,357
	<u>232,270</u>	<u>-</u>	<u>27,230</u>	<u>259,500</u>	<u>201,755</u>

Analysis of fund balances between net assets – previous year

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Fixed assets	98,398	-	-	98,398	32,273
Net Current assets	64,357	-	39,000	103,357	207,719
	<u>162,755</u>	<u>-</u>	<u>39,000</u>	<u>201,755</u>	<u>239,992</u>

19. RELATED PARTY TRANSACTIONS

During the year, 5 trustees donated a total of £6,495 (2020 – five trustees £8,327) to the charity.

At the year end, £52,000 is owe to Patricia White, a trustee, for the construction, renovation, repair or renewal of the stables, buildings or facilities at the Wormwood Scrubs Pony Centre premises.

For the whole of the year, the charity was under the control of the Directors and Trustees as shown on page 7.

There are no other related party transactions.

20. OPERATING LEASE COMMITMENT

At 31st March 2021, the Charity had annual commitments under non-cancellable operating leases as follows:

	<u>Land & Buildings</u>	
	2021 £	2020 £
In One year	10,125	10,125
Two to Five years	46,406	48,656
Over five years	-	7,875
Balance carried forward	<u>56,531</u>	<u>66,656</u>

21. EVENTS AFTER REPORTING DATE

Since the year end the Coronavirus (Covid-19) continue to have a significant impact in businesses worldwide. As a result some business operations have been restricted; however the charity continues to operate using alternative methods and remote working.

The trustees are continuing to monitor, assess and react to the current changing environment in order to position the trust to ensure its future success.