

**Charity registration number 1070674 (England and Wales)**

**Charity registration number SCO38991 (Scotland)**

**Company registration number 03482943 (England and Wales)**

**NATIONAL ACTIVITY PROVIDERS ASSOCIATION**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

## LEGAL AND ADMINISTRATIVE INFORMATION

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### Trustees

S Ascot  
J Cattanach (Resigned on 20 January 2022)  
S Cooper  
S Goldsmith (Treasurer)  
T Paine (Appointed on 26 April 2022)  
J Pool (Appointed on 26 April 2022)  
S Reynolds (Resigned on 20 January 2022)  
O Thomas (Chairman)  
G V Haynes (Vice Chairman)  
C Wills-Cole (Appointed on 20 January 2022)  
E Watkinson

### Secretary

Ms Hilary Woodhead

### Charity number (England and Wales)

1070674

### Charity number (Scotland)

SCO38991

### Company number

03482943

### Registered office

St Marys Court  
The Broadway  
Amersham  
Bucks  
HP7 0UT

### Independent examiner

James Foskett  
Cansdales Business Advisers Limited  
Bourbon Court  
Nightingales Corner  
Little Chalfont  
Bucks  
HP7 9QS

### Bankers

CAF Bank  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4TA

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# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

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# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

## CHAIRMAN'S REPORT

### *FOR THE YEAR ENDED 31 MARCH 2022*

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It is March 2022 and although Covid is still very much present the fear of it has much declined in the general population, though not perhaps amongst those who remain vulnerable. Restrictions have largely, in England at least, been lifted depending upon what you are doing and where you are. I visited a friend in hospital two days ago. He was allowed one visitor only, pre-booked, mask and lateral flow test mandatory, but I can walk into any bar or restaurant or cinema without restriction. The requirement that staff in care homes are vaccinated as a condition of employment has quietly been removed along with a similar requirement on the NHS, probably more because the NHS can ill afford the compulsory loss of large numbers of people than any particular concern about the owners and residents of care homes.

Life is now back to normal. And not.

This time last year we were in the throes of Pandemic lockdowns, roadmaps, vaccinations, Nightingale hospitals, worries about ITU beds, excess deaths and the reintroduction of visiting residents in care homes. We didn't know that we had two more spikes of Covid case numbers to come. Who knows what is yet to happen?

Social change has undoubtedly occurred - where people work, mental health, the education of several years of children, the way in which social services and other public services around the country operate and recover ground lost, never mind the impact on NHS waiting lists and our wider healthcare system, as just a few examples. What will be the impact on how our cities operate, the office property market, the demands on technology, how we, our children and grandchildren live our lives? We've already seen significant increases in inflation around the world and economies under considerable strain. We know that the less wealthy tend to be more significantly affected by such events than those who can ride economic pressures more readily.

I wrote last year that the last global pandemic led to the "Roaring Twenties" which in turn led to the Great Depression of 1929/33. I wouldn't begin to be so negative as to suggest that we are about to see history repeat itself, but the pandemic has shown us many things - how interconnected we all are around the world, how it doesn't take much to encourage social panic, how good scientists are at finding solutions and how Governments can act quickly and positively, how supportive people can be to strangers in need. But what will be the lessons we learn should there be future pandemics - will we take a more laissez-faire approach, create herd immunity more quickly but watch people die when they might have otherwise survived or repeat the messages of isolation, masks and better hand washing? Or perhaps we will follow the example of Australia and New Zealand with their high levels of internal and external isolation. Each way of dealing with such an event has its supporters and detractors and as individual countries review their own responses perhaps some kind of collective approach reflecting best practice might emerge.

And in all of that what of NAPA and the care sector from where all of our members originate?

I wrote last year of how we rose to the challenge of the first year of Covid. Our team more than met the challenge set by the last year's difficulties and on behalf of all the Trustees I would like to thank them, collectively and individually, for all their efforts. The two highlights, for me, have been the new Website, developed in partnership with QCS, and our Activities calendar, giving ideas for new things to do for every day of the week. But we have also developed our helpline to give direct support- a comforting and supportive voice and good advice to anyone who might need it; we have extended our fundraising efforts, and will continue to do so, offered training and new courses to help personal development, put on events and award ceremonies, improved the marketing of our services and developed new relationships across the sector. The list is long and reflects the hard work of every single one of the team. My sincerest thanks go to each of them.

And, lastly, my thanks go to my fellow Trustees, for their hard work, many contributions and their commitment to and support of NAPA's work; and to our members and supporters whose continued backing allows us to improve the well being of so many

**Oliver Thomas**  
Chairman, NAPA

# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

### FOR THE YEAR ENDED 31 MARCH 2022

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The trustees present their report and financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charitable company's [governing document], the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) 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**

This report highlights NAPA's key achievements against our strategic aims in 2021.

NAPA continued to support the care sector during the covid 19 pandemic. Our digital approach enabled our members to introduce new ways of working, gain access to practice development tools and receive support and advice that helped them to prioritise wellbeing.

#### **Umbrella organisation:**

The National Activity Providers Association is the UK's leading activity and engagement charity. We support care services to prioritise wellbeing and promote activity, arts, and engagement. Our Vision - A UK where activity and engagement is an integral part of care provision, where people live content, creative and connected lives. Our Mission - To advance the role of the Activity Provider by offering professional development opportunities that enhance knowledge, skills, and confidence. We believe that everyone has the right to live content, creative and connected lives. Our approach to wellbeing is one of appreciative professional development. We provide opportunities to develop the essential knowledge, skills, and confidence needed to prioritise wellbeing and provide person-centred activity and engagement.

Our services are co-created with our members, affiliate members, advisory panels and are directed by our Executive Director and governed by the NAPA board of Trustees. We pride ourselves on our inclusive approach and appreciate the contributions and ideas of all who work alongside us to prioritise wellbeing.

We lead and contribute to discussions at strategic level about the importance of wellbeing and engagement. Exhibiting and speaking at national and international conferences and contributing to sector guidance.

NAPA recognises value aligned activity suppliers, we have an established directory, with 28 NAPA Recognised Suppliers listed to date.

#### **NAPA Membership:**

Our strong membership numbers allow us to impact on and influence the care sector. Despite identifying risks to the membership due to the pandemic we have increased our membership numbers from 2,888 at the end of March 2021 to 3126 at the end of March 2022.

Our communications plan for 2021 was successful, enabling a substantial increase in our reach across the sector. NAPA has significant presence in the care home sector with care homes comprising 90% of membership in 2021.

This year we have continued to build our membership numbers by further extending our reach and presence in the care home sector but also ensuring our offers are attractive to the broader Health, Housing and Social Care sector, we continue to build relationships with care providers and key stakeholders across the country and have gained new members providing supporting housing services, domiciliary care, and support to adults with learning disabilities. In 2021 we secured the membership of several new care groups and local authority quality and improvement teams. We have significantly improved our membership benefits and continue to consult with our members to ensure our offer meets their needs and our services remain responsive.

# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

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

### FOR THE YEAR ENDED 31 MARCH 2022

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#### **Professional Development Services and pathway**

Over the last year we have built on the digital approaches introduced in 2020 and towards the end of 2021 we began to deliver face to face training courses once again.

We launched the NAPA Professional Development Pathway, enabling Activity Providers to gain a leadership qualification and be registered as NAPA Recognised Activity Professionals.

Our training qualification offer currently comprises: Distance Learning Qualifications in Activity Provision at level 2 and 3, bespoke training courses on commission. Our accrediting body and our skills for care Endorsed provider status was renewed for another year. Our QCF qualifications continue to attract new interest from members and non-members with 124 new students enrolling in 2021. To date 868 students have completed the Level 2 Award in Supporting Activities and we now have 90 qualified in the level 3 Certificate in Activity provision in Social Care. Over the course of the year 1,008 students have attended bespoke training days, 1,106 delegates completed our e-learning programmes.

Between April 2021 and March 2022, we trained a total of 2,138 activity and care workers. Funding from the national lottery which had enabled us to establish a national support network for activity professionals across the sector in 2020 ended and yet we continued to provide monthly reflective practice and support sessions, so that staff could receive peer support and be inspired by innovative ideas and best practice.

In June 2021 we hosted our first virtual annual conference, highlighting our national campaign for 2021 – The Year of Moving and Grooving. We were delighted with the conference which welcomed 100 delegates and gained excellent feedback.

We extended our Helpline service and developed The Activity Support Service. The NAPA Activity Support Service is a service for Activity Providers and includes a phone line for information and advice, a network of Activity Advisors, support groups online and in person and free resources. In 2021-22 the helpline service supported over 200 care and support workers and family carers to prioritise wellbeing.

In August 2021 we built on the NAPA National Day of Conversation and Connection which was established the previous year: Tea Tuesday – encouraging our members and supporters to connect. We held a virtual Tea Dance, which was free for every care home in the country to attend. We were delighted to welcome hundreds of care homes across the UK and Internationally. Our monthly Tea Tuesday events continue to welcome sector specialists across the sector and provide professional development opportunities for the activity provider workforce, free of charge.

In January 2022 we launched the UK's first National Activity Providers and Professionals Week. Thousands took to social media to show their support and to celebrate the contributions of Activity Providers everywhere. The week was provided in partnership with NAAP (The National Association of Activity Professionals in the United States), Care England, NCF and Scottish Care. Activity Providers and care settings were invited to pledge their support, attend education, consultation and entertainment events across the week. The feedback was amazing, with one Activity Provider sharing. The week began with the release of a film of appreciation. Leaders from across the sector shared their support for NAPP week and celebrated the incredible difference Activity Providers make, a series of events took place across the week and the event was brought to close at an online party, celebrating the contributions of Activity Providers across the UK.

#### **Communications:**

We have rebranded the charity, with a new logo, website and digital platform for NAPA members. The website enables us to better promote the range of services that NAPA provides. The members only digital platform invites NAPA members to access thousands of practice development tools and tips, including activity resources. The platform can be accessed by every staff member within the NAPA member setting, 24 hours a day, 7 days a week and is designed to be responsive to the needs of the sector.

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# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

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

### FOR THE YEAR ENDED 31 MARCH 2022

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We have been delighted with the increase in social media attention and interest. We now have established Facebook, twitter, linked in and Instagram accounts. Our weekly NAPA News has been rebranded in line with all our digital communications and subscription rates have soared. Subscribers receive weekly updates, resources and news.

Following consultation with NAPA members we have decided to embrace the digital and immediate need of our members to access resources at their fingertips. The quarterly magazine will cease production in March 2022 and will be replaced by a daily digital offer 'NAPA Every Day' which will be launched on April 1st, 2022. The final issue will celebrate NAPA's 25th Year.

In October 2021 we held our second online Awards ceremony, the event reached hundreds of NAPA members, supporters, care home residents and family carers. We recognised excellence in activity and engagement across the sector and celebrated best practice. We were grateful to our sponsors Unilever Food Solutions and Hallmark Care homes for sponsoring the event and related fundraising activity, and all those who donated their time and resources to make the event truly spectacular.

#### **NAPA Finances**

Income was up by £42,829 against the budget and expenditure reduced by £42,762.

Ambitious targets for the commissioning of qualifications were realised. Several funding applications and sponsorship arrangements were successful enabling us to extend our training offer and develop a range of resources.

The fundraising strategy built on the work undertaken in 2020 and we exceeded our target. We were delighted to receive substantial corporate sponsorship from Unilever food solutions. Charitable donations from Grow Old Disgracefully, NAPA digital concerts and a number of smaller fundraising initiatives were highly successful, generating £17,742. Reserves as of 31st March 2021 were £195,150 whilst reserves were £193,781 at 31st March 2022.

#### **Partnerships:**

We developed partnerships with a number of value aligned organisations including Museum of Brands and Famileo. We continue to work closely with Care England, The National Care Forum and My Home Life and supply specialist consultancy to Unilever Food Solutions, Lakeland Dairies and William Murray. We are also working closely with QCS who sponsored the development of our new website.

#### **Some partnership project examples include:**

**Arts in Care Homes** - a five-year programme, managed by [NAPA](#) and funded by The Baring Foundation and The Rayne Foundation. There is a wealth of arts and cultural activities taking place in care homes across England. These range from everyday creative activities run by staff teams to large scale arts projects such as A Choir in Every Care Home, artist-led sessions and partnerships with museums and galleries. We promote and celebrate existing arts activities and encourage more. During Covid-19 we have seen and experienced the importance of art and creativity in care settings, and the beneficial outcomes for all the participants. We want to continue to shine a light on the importance of this work, which has been increasingly vital during the pandemic. Our 2021 consultation with the care sector about a daily arts and cultural offer in all care settings can be accessed on our website.

**The Culture Box Study** - a national research programme, promoting social interaction and public health through the arts in the time of Covid-19, conducted by the University of Exeter and funded by the Arts and Humanities Research Council. The aim was to see how the arts can be used to alleviate social isolation and loneliness while improving the wellbeing of people living with dementia.

# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

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

### FOR THE YEAR ENDED 31 MARCH 2022

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**Moment in Time'** – a project idea evolved from work with people and organisations affected by multiple losses during the pandemic, particularly within Health and Social Work. NAPA, NCF and Beacon Consultancy came together to create this unique project. The COVID-19 pandemic is a significant moment in time, which has changed and disrupted people's lives across the globe. This project aimed to capture the range of these experiences for posterity, by creating 'Moment in Time' boxes, which were 'sealed' and will be opened on the same day in 2022.

#### **Risk management:**

The Executive Director and NAPA Board of trustees have continued to review the main risks facing the charity. These risks have been classified under headings with the actions set out below to mitigate these risks:

**Financial risk:** to ensure good forward planning and to continue to maintain a suitable reserves policy.

**Operational risk:** to ensure that policies for Health and Safety, Equal Opportunities and Safeguarding are up-to-date and implemented; to ensure that training and supervision for staff and volunteers is consistent and regular.

**Regulatory risk:** to ensure good practice is followed regarding employment issues and the issues noted under operational risk; to ensure compliance with relevant legislation regarding charities and companies.

**Reputational risk:** to build on the charity's reputation for good practice and to continue to develop good working relationships with others.

#### **The NAPA Team**

We want to pay tribute to the staff team who have seen meaningful change to the usual ways of working in recent years. Their resilience and enthusiasm enables NAPA to continue to respond to the needs of our members. Staff members have transitioned to working from home and continue to work flexibly.

#### **Plans for 2022-23**

We have great plans for 2022, as we embark on our 25th Anniversary we look forward to building our digital offer (The Shed) and Activity Support Service in consultation with the NAPA membership and our sector partners.

# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

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

### FOR THE YEAR ENDED 31 MARCH 2022

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#### Structure, governance and management

The charity is a company limited by guarantee. The charity's objects are to set standards of appropriate practices regarding the provision of activities for older persons and adults with learning disabilities. The Trustees confirm that they have referred to the Charity Commission's guidance on public benefit

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of winding up and for a year after they cease to be a member.

The trustees set the policies of the charity and exercise overall control, while day-to-day matters are dealt with by employees.

Trustees are appointed by invitation and drawn from our network of contacts across the care sector. We aim to have a cross-section of skills and geographic representation. Potential Trustees are invited to attend and observe a Meeting prior to being formally appointed. All new Trustees are sent an information pack based on materials generated by the Charity Commission.]

NAPA does not work directly with care setting residents or tenants but by supporting care teams to enable meaningful engagement. Our aim is to ensure that skilled, well informed staff generate life, love and laughter to ensure older people have more fulfilled lives.

S Ascot	
J Cattanach	(Resigned on 20 January 2022)
S Cooper	
S Goldsmith	(Treasurer)
T Paine	(Appointed on 26 April 2022)
J Pool	(Appointed on 26 April 2022)
S Reynolds	(Resigned on 20 January 2022)
O Thomas	(Chairman)
G V Haynes	(Vice Chairman)
C Wills-Cole	(Appointed on 20 January 2022)
E Watkinson	

# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

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

FOR THE YEAR ENDED 31 MARCH 2022

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### Statement of Trustees' Responsibilities

The trustees, who are also the directors of National Activity Providers Association for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). 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.

### Disclosure of information to independent examiner

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

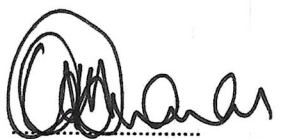
The trustees' report was approved by the Board of Trustees.



G Haynes  
Trustee

30/6/2022

Date



O Thomas  
Trustee

# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF NATIONAL ACTIVITY PROVIDERS ASSOCIATION

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I report to the trustees on my examination of the financial statements of National Activity Providers Association (the charitable company) for the year ended 31 March 2022.

#### Responsibilities and basis of report

As the trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 (the 2005 Act), the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charitable company's financial statements carried out under section 44 (1) (c) of the 2005 Act and section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

Since the charitable company is required by company law to prepare its accounts on an accruals basis and is registered as a charity in Scotland your examiner must be a member of a body listed in Regulation 11(2) of the Charities Accounts (Scotland) Regulations 2006 (as amended). I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

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


- 1 accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act and Regulation 4 of the 2006 Accounts Regulations; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of Regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

#### Use of my report

This report is made solely to the Board, in accordance with section 145 of the Charities Act 2011. My independent examination has been undertaken so that I might state to the Board 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 Board, for my independent examination or for this report.

James Foskett BSc (Hons), FCA, DChA  
Cansdales Business Advisers Limited  
Bourbon Court  
Nightingales Corner  
Little Chalfont  
Amersham  
Bucks  
HP7 9QS



Dated: 04 July 2022

# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 31 MARCH 2022**

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		Unrestricted funds	Restricted funds	Total 2022	Total 2021
	Notes	£	£	£	£
<b>Income from:</b>					
Donations and legacies	2	17,741	20,715	38,456	34,502
Charitable activities	5	331,043	7,650	338,693	318,638
Other trading activities	4	5,686	-	5,686	-
Investments	3	36	-	36	79
<b>Total income</b>		<u>354,506</u>	<u>28,365</u>	<u>382,871</u>	<u>353,219</u>
<b>Expenditure on:</b>					
Charitable activities	6	<u>334,544</u>	<u>28,217</u>	<u>362,761</u>	<u>305,773</u>
<b>Net income for the year/ Net movement in funds</b>		19,962	148	20,110	47,446
Fund balances at 1 April 2021		<u>126,941</u>	<u>25,707</u>	<u>152,648</u>	<u>105,202</u>
<b>Fund balances at 31 March 2022</b>		<u><u>146,903</u></u>	<u><u>25,855</u></u>	<u><u>172,758</u></u>	<u><u>152,648</u></u>

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

All income and expenditure derive from continuing activities.

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

# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

## BALANCE SHEET

AS AT 31 MARCH 2022

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		2022		2021	
	Notes	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	9		-		329
<b>Current assets</b>					
Stocks	10	1,910		13,344	
Debtors	11	69,048		14,859	
Cash at bank and in hand		195,598		195,150	
		<u>266,556</u>		<u>223,353</u>	
<b>Creditors: amounts falling due within one year</b>	12	<u>(85,308)</u>		<u>(57,762)</u>	
Net current assets			181,248		165,591
<b>Total assets less current liabilities</b>			<u>181,248</u>		<u>165,920</u>
<b>Creditors: amounts falling due after more than one year</b>	13		(8,490)		(13,272)
<b>Net assets</b>			<u>172,758</u>		<u>152,648</u>
<b>Income funds</b>					
Restricted funds	15		25,855		25,707
Unrestricted funds			146,903		126,941
			<u>172,758</u>		<u>152,648</u>

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# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

## BALANCE SHEET (CONTINUED)

**AS AT 31 MARCH 2022**

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The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

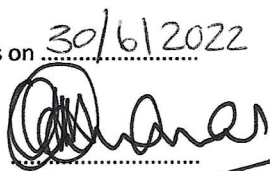
The trustees' responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

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

The financial statements were approved by the Trustees on 30/6/2022



G V Haynes  
Trustee



O Thomas  
Trustee

**Company Registration No. 03482943**

# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2022

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#### 1 Accounting policies

##### Charity information

National Activity Providers Association is a private company limited by guarantee incorporated in England & Wales. The registered office can be found on the legal and administrative page.

##### 1.1 Accounting convention

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006.

The financial statements are prepared in sterling, which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

##### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### 1.3 Charitable funds

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

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

##### 1.4 Income

Income is recognised when the charitable company is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charitable company has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charitable company has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

##### 1.5 Expenditure

Expenditure is recognised on accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.



# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

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### 3 Investments

	<b>Unrestricted funds</b>	Unrestricted funds
	<b>2022</b>	2021
	£	£
Bank interest	36	79
	<u>          </u>	<u>          </u>

### 4 Other trading activities

	<b>Unrestricted funds</b>	Total
	<b>2022</b>	2021
	£	£
Trading activity income: other	5,686	-
	<u>          </u>	<u>          </u>

# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 5 Charitable activities

	2022	2021
	£	£
Membership subscriptions	215,462	167,518
Shop income	6,600	6,050
Fundraising event	-	10,875
Awareness online course	-	400
Fee income	69,808	66,223
Ours Yesterday	-	1,680
National lottery isolated but not lonely project	1,866	7,883
The Rayne Foundation Helpline	5,686	9,314
Training days income	28,040	41,760
Sale of publications	931	2,924
Advertising and commission	2,650	3,975
NAPA Challenge	7,650	
Royalties	-	36
	<u>338,693</u>	<u>318,638</u>
	<u><u>338,693</u></u>	<u><u>318,638</u></u>
<b>Analysis by fund :</b>		
Unrestricted funds	331,043	318,638
Restricted funds	7,650	-
	<u>338,693</u>	<u>318,638</u>
	<u><u>338,693</u></u>	<u><u>318,638</u></u>

# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

#### 6 Charitable activities

	2022	2021
	£	£
Staff costs	166,277	148,933
National lottery isolated but not lonely project	910	7,884
Rayne Foundation	11,848	9,314
Training and travel	11,187	3,370
Travel	500	600
Newsletter	11,292	9,914
QCF courses	23,207	23,033
Arts in Care Home Project	20,488	15,540
Systems support	13,468	10,266
Premises costs	12,637	15,730
Printing, postage & stationery	2,985	5,433
Telephone	2,039	3,152
Depreciation	329	165
Books for resale	137	3,803
Conference costs	499	585
Other costs	48,668	17,315
Support costs	8,098	9,581
NAPA Challenge	7,229	6,665
Advertising and promotion	20,963	13,464
New members costs	-	1,026
	<u>362,761</u>	<u>305,773</u>
	<u><u>362,761</u></u>	<u><u>305,773</u></u>
<b>Analysis by fund :</b>		
Unrestricted funds	334,544	282,967
Restricted funds	28,217	22,806
	<u>362,761</u>	<u>305,773</u>
	<u><u>362,761</u></u>	<u><u>305,773</u></u>

Included within support costs is the independent examiner's fee of £2,432 (2021: £2,361) and £1,489 (2021: £1,458) for other services.

Restricted fund includes :

- (1) NAPA Challenge cost of £7,229 (2021: £6,665) - included within support cost and
- (2) National Day of Arts in Care Homes project cost of £20,988 (2021: £16,140) - out of which £20,488 relates to other project expenses which are included within support cost and £500 relates to project officer's travel & sub. exp. which are included within travel.

# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

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#### 7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charitable company during the year (2021: None).

No trustees (2021: 3) were reimbursed for any expense during the year (2021: £396 - mobile phone and fundraising cost expenses).

#### 8 Employees

##### Number of employees

The average monthly number of employees during the year was:

	<b>2022</b>	<b>2021</b>
	<b>Number</b>	<b>Number</b>
Direct activities	4	4
Administration	1	1
	<u>5</u>	<u>5</u>

##### Employment costs

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Wages and salaries	152,916	133,014
Social security costs	11,844	12,947
Other pension costs	3,410	2,972
	<u>168,170</u>	<u>148,933</u>

During the year key management received remuneration totalling £57,154 (2021: £53,333) and expenses totalling £Nil(2021: £396). Expenses consisted of travel, mobile phone costs and stationery supplies. There were 3 members of key management in the year (2021: 3).

There were no employees whose annual remuneration was £60,000 or more (2021: None).

# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

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<b>9</b>	<b>Tangible fixed assets</b>		<b>Fixtures, fittings &amp; equipment</b>
			<b>£</b>
	<b>Cost</b>		
	At 1 April 2021		41,215
			<u>          </u>
	At 31 March 2022		41,215
			<u>          </u>
	<b>Depreciation and impairment</b>		
	At 1 April 2021		41,215
			<u>          </u>
	At 31 March 2022		41,215
			<u>          </u>
	<b>Carrying amount</b>		
	At 31 March 2022		-
			<u>          </u>
	At 31 March 2021		329
			<u>          </u>
<b>10</b>	<b>Stocks</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
	Goods held for resale	1,910	13,344
		<u>          </u>	<u>          </u>
<b>11</b>	<b>Debtors</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
	<b>Amounts falling due within one year:</b>		
	Trade debtors	66,588	13,703
	Other debtors	-	636
	Prepayments and accrued income	2,460	520
		<u>          </u>	<u>          </u>
		69,048	14,859
		<u>          </u>	<u>          </u>

# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

#### 12 Creditors: amounts falling due within one year

	2022	2021
	£	£
Other taxation and social security	4,488	3,291
Trade creditors	7,598	9,787
Accruals and deferred income	73,222	44,684
	<u>85,308</u>	<u>57,762</u>

Included in accruals and deferred income is £8,475 relating to deferred income which is for membership fees received in advance that relate to 2023 (2021: £3,360 relating to deferred income which is for membership fees received in advance that relate to 2022).

#### 13 Creditors: amounts falling due after more than one year

	2022	2021
	£	£
Accruals and deferred income	8,490	13,272
	<u>8,490</u>	<u>13,272</u>

The whole amount in accruals and deferred income relates to deferred income which is for membership fees received in advance that relate to 2023, 2024 and 2025 (2021: whole amount relates to deferred income which is for membership fees received in advance for 2022 to 2023).

#### 14 Operating lease commitments

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

	2022	2021
	£	£
Within one year	11,484	4,900
Between two and five years	4,676	-
	<u>16,160</u>	<u>4,900</u>

# NATIONAL ACTIVITY PROVIDERS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

#### 15 Restricted funds

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

	Balance at 1 April 2021	Movement in funds		Balance at 31 March 2022
		Income	Expenditure	
	£	£	£	£
NAPA Challenge	6,150	7,650	(7,229)	6,571
National Day of Arts in Care Homes	19,557	20,715	(20,988)	19,284
	<u>25,707</u>	<u>28,365</u>	<u>(28,217)</u>	<u>25,855</u>

NAPA Challenge – A competition held annually in which donations are raised towards the cost of the challenge, including prizes.

National Day of the Arts in Care Homes - To dedicate a day to the arts in care homes in order to focus attention on existing resources and emphasise the benefits of arts in care settings.

#### 16 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
Fund balances at 31 March 2022 are represented by:			
Current assets/(liabilities)	155,393	25,855	181,248
Long term liabilities	(8,490)	-	(8,490)
	<u>146,903</u>	<u>25,855</u>	<u>172,758</u>

#### 17 Related party transactions

There are no related party transactions during the year.