

Charity registration number 1088236

Company registration number 04263352 (England and Wales)

BOSENCE FARM COMMUNITY LIMITED
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

BOSENCE FARM COMMUNITY LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Karon Clark Clive Harrold Gail Hunt Malcolm Jones Mary Vyvyan Edward Chapman Ian Colton Francesca Haydon Sue Turk	(Appointed 24 April 2023) (Appointed 24 April 2023) (Appointed 24 April 2023) (Appointed 24 April 2023)
Secretary	Kate Prosser	
Charity number	1088236	
Company number	04263352	
Registered office	Bosence Farm 69 Bosence Road Townshend Hayle Cornwall TR27 6AN	
Auditor	Carpenter Box Amelia House Crescent Road Worthing West Sussex BN11 1RL	
Bankers	Lloyds Bank Birmingham OSC Ariel House 2138 Coventry Road Sheldon B26 3JW	
Solicitors	Stephens Scown LLP Osprey House Malpas Road Truro Cornwall TR1 1UT	

BOSENCE FARM COMMUNITY LIMITED

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BOSENCE FARM COMMUNITY LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2023

The trustees, who are directors for the purposes of company law, are pleased to present their report and financial statements for the year ended 31 March 2023. This report is a combined annual report containing a directors' report as required by company law.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Objectives and activities

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

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

The charity's activities deliver public benefit as follows:

Bosence Farm is a residential substance misuse treatment service, registered with the Care Quality Commission. The charity currently offers two discrete services: Bosence Rehab and Bosence Detox. These services are supported by our horticultural and volunteer programmes. The former Young Person's service ran for just over 3 years, and was closed at the start of Covid in order to use the building to quarantine new admissions for the adult detox/stabilisation service. The charity has now changed the layout of the interior of the building to ensure it offers greatest flexibility. It has 5 single rooms with en-suite bathrooms, its own kitchen, and clinical suite, so can be operated as a wing of the main detox/stabilisation unit as additional accommodation for either service, or completely discretely, allowing us to use it flexibly to address the greatest need at that time.

Bosence Rehab

Bosence Rehab supports those who have successfully detoxed from any substance and are in recovery from alcohol and/or drug dependency. The average stay at Bosence Rehab is usually 12 weeks, although a number of people are granted additional funding as part of the review process which is normally at the 10 week point of rehab treatment.

The service provides residential treatment for up to 16 individuals, one of the bedrooms is an en-suite, accessible room for an individual with reduced mobility.

The community offers those choosing to work a 12 Step programme a safe and tranquil environment to both begin and enhance personal recovery. Bosence Rehab offers a wide range of skill development, including life-skills, resettlement and aftercare support. All elements are aimed at empowering individuals to achieve personal goals and live independently, without the need to resort to alcohol or other drugs, by the time they leave. There is also an opportunity for those who have been through treatment to come back and volunteer where appropriate.

During the 2022/23 financial year, we provided 66 episodes of treatment (72 in 2021/22). Of the 57 people who left the service in the period, 33 completed treatment. This represents a successful completion rate of 57.9% compared to 65.8% in the previous year. Outcomes of service users completing their course of treatment have reduced this year as we have seen an increase in people being referred with complexities including greater mental health issues – however we are continuing to analyse this and understand the reasons to help us improve and attain better completion rates for service users in the coming years.

BOSENCE FARM COMMUNITY LIMITED

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

FOR THE YEAR ENDED 31 MARCH 2023

Average occupancy for the full year increased to 11.02 compared with 10.70 (the average number of service users in Rehab per day) in the previous year. Demand and referral levels remain unpredictable and dependent on many factors, including the availability of funds. Our Business Development Manager has been tendering for business around the UK and this has led to an increase in out of county and private referrals. Since March 2023 we have seen a reduction in Cornwall referrals but are working with the local referrers to improve referral pathways and are part of the Cornwall Tier 4 panel.

Bosence Detox

Bosence Detox is a 16 bed "inpatient service" providing detoxification, stabilisation and assessment for drug and alcohol addiction opened in May 2010. The average length of stay is around 3 weeks dependent on the substances however in some cases service users may stay up to six weeks and either move on to residential rehabilitation or return to the community. 271 episodes of treatment were delivered in 2022/23 (237 in 2021/22 and 210 in 2020/21) with 255 discharges and 190 of this total completing their course of treatment. This represents a successful completion rate of 74.50% (78.31% in the previous year). The complexity of the problems service users are experiencing when coming into treatment continues to increase.

The young persons service was closed in March 2020 and the ensuite rooms are now being used flexibly to increase occupancy in Detox and Rehab based on need. We are able to admit 8 people a week and use this space to ensure we can meet demand more effectively as well the increased occupancy having a direct impact on the financial stability of the organization. The Board of Trustees agreed to keep the question of re-opening the service to young people under review if the position on funding and need changes significantly.

We commissioned a review of the psychosocial programme to better meet the unique needs of individuals undergoing detoxification and stabilisation and to ensure a research and evidence focused treatment approach. The bespoke programme was implemented in the May 2019 and indications from review to date has shown that this has been popular and well received by the service users and successful in building ongoing resilience for service users post treatment. We are also working on creating a single gender cohort as this has been highlighted as a need by commissioners.

Bosence Farm Community is an established and integrated part of the wider Cornwall treatment system as well as now becoming well know out of county. Bosence Detox continues to develop towards its goal of becoming a centre of excellence and has invested in staff enrolling on the Compassionate Inquiry Trauma Informed training which is widely perceived to be at the forefront of innovative drug and alcohol treatment.

Bosence Horticultural Programme

Over the last year the main garden has been further developed with the addition of more fruit and nut bearing trees and shrubs. There have also been several flowering shrubs planted to add extra aesthetic appeal and interest. The diversity of wildflowers in the main garden has increased from the previous season and this is reflected in the abundance and richness of butterflies recorded in this area.

The pond and its edges support numerous species of both flora and fauna. In addition to the various species of dragonflies, damselflies, water beetles and other aquatic bugs, this spring we had frog spawn for the first time without it being introduced. This is very pleasing and will hopefully increase the frog population and help reduce the slug population.

BOSENCE FARM COMMUNITY LIMITED

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

FOR THE YEAR ENDED 31 MARCH 2023

Through the winter further work on the woodland trail was carried out, with many of the original steps replaced and improved upon. Stretches of the trail were levelled and widened, while several large limbs of overhanging trees were removed. This has resulted in the trail being easier to walk, while the ivy removed the previous winter from some of the large oaks in the canopy layer is allowing more light to reach the forest floor, making it feel a more inviting space. The wildlife camera installed in the woods has recorded lots of foxes, badgers, rabbits, pheasants and deer. While all these species have already been recorded, this footage provides an indication of the amount of activity on site.

The extreme dryness of the 2022 growing season was testing in terms of producing healthy abundant crops. This was only possible by frequent watering. The vegetable garden thankfully produced a wide range of fresh organic produce. More root vegetables were grown than previous years and residents at the rehab were able to cook with lots of potatoes, carrots, parsnips and onions grown on site.

Bosence Volunteer Programme

The volunteer programme is now back to the level of engagement that existed before the Covid-19 pandemic. Volunteer hours for the year to the end of March 2023 totalled 280. Two new volunteer gardeners have started since the start of 2023 as have two ecotherapy volunteers. Two ex-residents have started peer mentoring at the rehab and another two people have expressed an interest in volunteering with us as mentors and as volunteer drivers. Altogether, twelve volunteers have been involved helping us with activities including drawing, music, pottery, creative writing, mindfulness and gardening.

Ecotherapy Programme

Early this year a green gym was installed in the raised bed garden. The equipment is used as part of the ecotherapy programme as well as being there to use outside of sessions following instruction. Various equipment has been purchased using National Lottery funding to augment what the ecotherapy programme offers. This includes equipment that allows for activities such as pond dipping, rock pooling, surveys and observation of butterflies, bees and birds, microscopy and introduction to beekeeping.

The range of sessions offered as part of the detox ecotherapy programme has been increased. This is thanks to two new ecotherapy volunteers, who between them have an amazing array of skills, knowledge and capabilities. This will increase the artistic and creative elements of the ecotherapy programme. At the rehab, where an exit questionnaire ecotherapy for the ecotherapy programme is in place, overall enjoyment is at an average of 9.8 out of 10.

Over the last year several workshops have been run funded by the National Lottery grant. Specialists in the fields of therapeutic art activities and cooking have come in and led sessions in natural dye, cyanotype, natural ink-making, marbling, cooking field to fork, felt pouch-making, wreath-making, mindful drawing and papermaking. These workshops have been attended by an average of 12 residents each time and feedback has been overwhelmingly positive.

The plans already formed for the horticulture and ecotherapy programmes and others still forming for the year ahead will ensure that what has already been developed will only grow and make both even better.

Care Quality Commission (CQC) Rating

Our services received their first rated inspection by the CQC in December 2018 and, as a result of a positive inspection, were rated "Good". We have not been assessed since but continue to work closely with our CQC engagement officer, with the aim of improving our rating to "Outstanding" at the next opportunity

The Sanctuary continues to be a very valuable asset in many aspects of the work undertaken at Bosence Farm, being used for private meditation and prayer, relaxation groups and other meetings. However, the building is without plumbing or satisfactory heating, so is not adequate for the charity's current needs. We worked with a local architect to design a replacement on the same footprint and gained planning permission in 2018 in order to make the building more accessible and usable, but these plans were put on hold during the Covid pandemic and the permission has now lapsed. They are now being reviewed as part of the wider strategic plan for growth; the plan for the Sanctuary included office space, a training/conference facility as well as an accessible lavatory, and kitchen facilities, and the enhanced plans will develop on this but will now also include increased accommodation to meet the ever growing demand for our rehab service. We anticipate that these will be ready to present to the Board early in 2024.

BOSENCE FARM COMMUNITY LIMITED

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

FOR THE YEAR ENDED 31 MARCH 2023

Financial review

The financial activities and results for the year are shown in the statement of financial activities on page 14.

Going Concern

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

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

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

Reserves policy

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

The total funds of the charity at 31 March 2023 were £3,565,020 (2022: £3,506,957). The amount of these funds that were restricted and not available for the general purposes of the charity at 31 March 2023 were £1,802,392 (2022: £1,865,820). Of the remaining reserves held, a total of £1,322,928 (2022: £1,205,617) have been designated for various projects, as detailed in note 19. Funds that can only be realised by disposing of tangible fixed assets at 31 March 2023 amount to £1,789,785 of restricted funds and £507,501 of unrestricted funds.

At 31 March 2023, the amount of reserves the charity held that were not restricted, designated or represented by fixed assets were £328,634 (2022: £331,334). The aim of the charity is to have a free reserve figure of £500,000 to mitigate the risk against unforeseen circumstances. This will be achieved through continuing to streamline the admissions processes to maximise bed occupancy in all services.

Principal funding sources

The funding sources of the charity, in addition to non-recurring grant funding, are Cornwall Council through the Complex Needs Support and Drug and Alcohol Action Team, income from private and out-of-county residents and housing benefit from Cornwall Council. Fundraising continued through 2022-2023 and applications to external funding bodies, charitable trusts and foundations continued for funds to support existing core work and capital developments.

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

A Bequest of £2,500 was received from John York Moore, former Trustee and lifelong supporter of Bosence Farm.

- Tesco's Bags of Help Scheme awarded £500 after an in-store public vote.
- Chapel Street Methodist Church, Penzance for £76 from fundraising activities.
- The Tanner Trust for £1,400 for horticultural equipment.
- The Bernard Sunley Foundation for a grant of £10,000 towards the cost of the admissions unit refurbishment.
- The Duchy Health Charity awarded £37,500 towards the conversion of bathrooms.
- The Contain Outbreak Management Fund at Cornwall Council awarded £47,000 towards conversion of the bathrooms.
- The Worshipful Company of Girdlers for their ongoing support and £15,000 towards the cost of the Team leader in the Detox Unit.

BOSENCE FARM COMMUNITY LIMITED

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

FOR THE YEAR ENDED 31 MARCH 2023

- The National Lottery grant of £160,500 over 3 years to support the We Can Grow Project. (£26,750 received August 2022 and £26,750 received February 2023)
- The National Lottery Awards for All for a grant of £9,985 towards the cost of the Green Gym equipment.
- Cornwall Community Fund for a grant of £2,000 to help with the heating costs for rehab leavers.
- We extend our sincere thanks for a grant of £9,732 towards the training costs of staff from a donor who wishes to remain anonymous.

There have been several considerate bequests from the families of former service users, to which the charity is indebted.

Investment policy

The trustees have considered the most appropriate policy for investing funds and believe that the current arrangements, of investing in low risk deposit-based accounts, are satisfactory. The charity has deposit accounts with Santander and Saffron Building Society which earn monthly interest. In addition, the charity holds the following savings accounts:

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

Risk assessment

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

The charity continues to develop and revise a 6-year strategic plan to include business development, differentiation, diversification and partnerships - developing and implementing a proactive business development and diversification strategy and tactical plan to achieve the increased occupancy and financial targets detailed in the Strategic Aims. This has been revised to include the impact of the recent pandemic.

A principal risk that is kept under constant reviews is that of significant changes in funding from Cornwall or Plymouth local authorities, which have been a principle source of funding. The management team and Board representative meet regularly with the service commissioners to discuss budgets and commissioning intentions so we are able to forward plan.

The charity employs a Business Development Manager to grow sources of referral (both state funded and private). With new contracts (other local authorities and organisations etc) joining throughout the year as a result of his work, we anticipate continued growth and diversification of funding sources. Despite the cuts in state funding, in many areas there is a commitment for specified funding for the next 3 - 4 years as part of framework agreements, but the area is one that we will monitor closely in order to adapt the 6-year Strategic Plan to adapt to any funding policies changes.

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

A marketing strategy targets commissioning groups and audiences with individualised approaches. Many of the tasks in the strategy were put on hold during the pandemic whilst the charity had restricted capacity to admit and a significant waiting list but are being rolled out as occupancy allows. The plan links directly to the aims of the 6-year strategic plan, and the Board will measure its success against those objectives

BOSENCE FARM COMMUNITY LIMITED

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

FOR THE YEAR ENDED 31 MARCH 2023

The Trustees and Management Team schedule Strategy Days, with the last held September 2021, and the next scheduled for later this year. Part of the agenda for these days involves reviewing and assessing any major risks, considering what new opportunities may be available, and agreeing what strategic choices should be considered. The Charity has recently welcomed a number of new members to the Board and are currently working through a programme to develop their working relationship, and the best methods of presenting agreed information to the Board so that strategy can be succinctly defined, mapped against the business risk assessments and all can be more easily reviewed and progress measured. The resulting strategic and related business plans will form the basis of all Board Meeting agendas to ensure each item is regularly reviewed and progress measured.

The trustees and financial sub-committee closely monitor the charity's legal responsibilities to ensure they are met, whilst balancing protecting its charitable assets and safeguarding vulnerable beneficiaries of the service.

The Board meet regularly both in person and via video link, and have supported the preparation and implementation of dynamic plans for future risks and opportunities. The operational team have proven highly adaptable and creative in order to operate safely and effectively whilst anticipating and responding to the changing landscape. Trustees scrutinise regular management accounts with revised forecasts, and closely monitor the changing risks in order to meet the challenges faced by the charity, and to continue to support the staff to ensure that their wellbeing is also at the forefront.

Health & Safety

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

Gail Hunt is the Health and safety 'Champion' on the Board. Operationally, the service manager, Samantha Collins acts as the designated Health and Safety Officer, with the CEO, Kate Prosser having overall responsibility, with both holding current qualifications in Level 3 Health & Safety in the Workplace. A full external review of the Health and Safety procedures was undertaken in April 2021, as well as an internal audit in June, and we remain compliant with ISO 45001, with no non-conformances identified.

We have a Health & Safety Committee, chaired and run from within the workforce, which was revamped and restructured in 2020, with annual external reviews of our processes as part of an ongoing programme. Samantha Collins chairs the Safety Committee

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

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

We have an operational plan which sets out our targets. These cover three areas:

- Continuous improvement. We are a learning organisation. For example, we work constantly to maintain the best possible relationships with those who refer to us so that clients are well prepared and their needs fully understood. We want every resident to complete their programme and to stay well after they leave, and we are using several approaches including recovery capital and motivational interviewing to help them succeed. We have built in feedback loops for every resident. We need to understand what more we can do to help them thrive, and to know about emerging issues before a crisis arises. Analysing events afterwards is no substitute. We want our programmes to be rich and fulfilling, and we will work with partners to offer skills such as pottery, woodworking and work-related training, and to search out other opportunities to use our wonderful location to add to the therapeutic experience. We have launched a very successful volunteer programme which has enabled us to recruit peer mentors and more besides. We will build on this success into the future.

BOSENCE FARM COMMUNITY LIMITED

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

FOR THE YEAR ENDED 31 MARCH 2023

- Develop our existing services. With the current constraints on public expenditure, residential substance abuse services are focusing on clients with the most complex needs. We have developed our expertise so that we can now support residents with a dual diagnosis of substance abuse and mental health issues. We plan to develop our skills further. We are particularly concerned with helping people with problems relating to opiate abuse and have a programme and targets in place to support this aim. The psycho-social programme for our detox service was launched in August 2019, and is currently being revised to meet feedback from service users and changing needs. We will continue to grow and develop our services, working with the supporting services available to continue to improve and enhance the programme and its effectiveness.
- Be a really well managed organisation. We care about our staff and have plans to ensure their training is first-class. We want to protect our activities into the future, and we will do this by ensuring we are attractive to commissioners inside and outside Cornwall in terms of our performance (operationally and financially). We are also focused on the basic building blocks of good management including good governance, excellent financial management, maintaining the appropriate ISO and Health and Safety accreditations and always focused on meeting the aspirations and standards set by CQC. This was one of the focusses at the Strategy Planning Day in September 2021, and the Board are looking at strengthening the management of the organisation as it continues to expand. The Board recruited some new members with specific skills when a number of long serving, key trustees gave notice of their intent to retire later this year. This change has allowed a complete review of how the board and senior management team could best work together, post Covid, and will be conducting a further skills analysis in due course.
- The Charity was awarded a classification of 'Good' under the Well Led category (and across the board) in its first inspection by the CQC since the Department of Health granted them the powers to rate independent sector, standalone substance misuse services; we are seeking to consolidate and improve on that before our next inspection, with the aim of achieving an overall rating of "Outstanding".

Structure, governance and management

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

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

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

Karon Clark	
Clive Harrold	
Gail Hunt	
Malcolm Jones	
Lucy Maggs	(Resigned 7 June 2023)
Ruth Mountstephen	(Resigned 12 September 2023)
Mary Vyvyan	
Edward Chapman	(Appointed 24 April 2023)
Ian Colton	(Appointed 24 April 2023)
Francesca Haydon	(Appointed 24 April 2023)
Sue Turk	(Appointed 24 April 2023)

BOSENCE FARM COMMUNITY LIMITED

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

FOR THE YEAR ENDED 31 MARCH 2023

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

Appointment of trustees

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

Induction and training of trustees

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

Organisation

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

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

Arrangement for setting key management personnel remuneration

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

Payment of creditors

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts;
- and
- pay in accordance with the company's contractual and other legal obligations.

Trade creditors of the company at the year end were equivalent to 2 days' purchases, based on the average daily amount invoiced by suppliers during the year.

Auditor

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

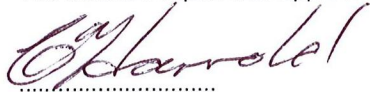
BOSENCE FARM COMMUNITY LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

Disclosure of information to auditor

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

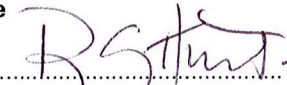
The trustees' report was approved by the Board of Trustees.



Clive Harrold

Trustee

Date:


GAIL HUNT
TRUSTEE

10th OCTOBER 2023

Gail Hunt

Trustee

BOSENCE FARM COMMUNITY LIMITED

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2023

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

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

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

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

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

BOSENCE FARM COMMUNITY LIMITED

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF BOSENCE FARM COMMUNITY LIMITED

Opinion

We have audited the financial statements of Bosence Farm Community Limited (the 'charity') for the year ended 31 March 2023 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

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

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

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

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

BOSENCE FARM COMMUNITY LIMITED

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF BOSENCE FARM COMMUNITY LIMITED

Matters on which we are required to report by exception

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

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

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

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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

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

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- Obtaining an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a direct effect on the financial statements and operations;
- Obtaining an understanding of the charity's policies and procedures on fraud risks, including knowledge of any actual, suspected or alleged fraud; and
- Discussing among the engagement team how and where fraud might occur in the financial statements and any potential indicators of fraud through our knowledge and understanding of the company and our sector-specific experience.

As a result of these procedures, we considered the opportunities and incentives that may exist within the charity for fraud. We are also required to perform specific procedures to respond to the risk of management override. As a result of performing the above, we identified the following areas as those most likely to have an impact on the financial statements: health & safety, employment law, compliance with the UK Companies Act and Charities Act.

BOSENCE FARM COMMUNITY LIMITED

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF BOSENCE FARM COMMUNITY LIMITED

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

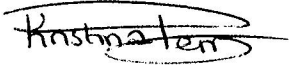
- Making enquiries of management about any known or suspected instances of non-compliance with laws and regulations and fraud;
- Reviewing minutes of meetings of the board and senior management;
- Reading correspondence with regulators;
- Challenging assumptions and judgements made by management in their significant accounting estimates; and
- Auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness.

Due to the inherent limitations of an audit, there is an unavoidable risk that some material misstatements in the financial statements may not be detected, even though the audit is properly planned and performed in accordance with the ISAs (UK). For instance, the further removed non-compliance is from the events and transactions reflected in the financial statements, the less likely the auditor is to become aware of it or to recognise the non-compliance.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Kristina Perry FCCA (Senior Statutory Auditor)
for and on behalf of Carpenter Box
Chartered Accountants
Statutory Auditor
Worthing

12/10/23

Carpenter Box is a trading name of Carpenter Box Limited

BOSENCE FARM COMMUNITY LIMITED

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Income from:							
Donations and legacies	3	9,272	107,082	116,354	162,293	291,205	453,498
Charitable activities	4	1,780,517	-	1,780,517	1,428,309	-	1,428,309
Investments	5	2,516	-	2,516	1,969	-	1,969
Total income		<u>1,792,305</u>	<u>107,082</u>	<u>1,899,387</u>	<u>1,592,571</u>	<u>291,205</u>	<u>1,883,776</u>
Expenditure on:							
Charitable activities	7	1,670,814	133,561	1,804,375	1,514,365	155,688	1,670,053
Other	6	-	36,949	36,949	-	102,205	102,205
Total expenditure		<u>1,670,814</u>	<u>170,510</u>	<u>1,841,324</u>	<u>1,514,365</u>	<u>257,893</u>	<u>1,772,258</u>
Net incoming resources		<u>121,491</u>	<u>(63,428)</u>	<u>58,063</u>	<u>78,206</u>	<u>33,312</u>	<u>111,518</u>
Net movement in funds		<u>121,491</u>	<u>(63,428)</u>	<u>58,063</u>	<u>78,206</u>	<u>33,312</u>	<u>111,518</u>
Fund balances at 1 April 2022		<u>1,641,137</u>	<u>1,865,820</u>	<u>3,506,957</u>	<u>1,562,931</u>	<u>1,832,508</u>	<u>3,395,439</u>
Fund balances at 31 March 2023		<u><u>1,762,628</u></u>	<u><u>1,802,392</u></u>	<u><u>3,565,020</u></u>	<u><u>1,641,137</u></u>	<u><u>1,865,820</u></u>	<u><u>3,506,957</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.

BOSENCE FARM COMMUNITY LIMITED

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023		2022	
		£	£	£	£
Fixed assets					
Tangible assets	13		2,297,286		2,329,240
Current assets					
Debtors	14	321,811		289,796	
Cash at bank and in hand		1,094,270		1,009,089	
		1,416,081		1,298,885	
Creditors: amounts falling due within one year	15	(148,347)		(121,168)	
Net current assets			1,267,734		1,177,717
Total assets less current liabilities			3,565,020		3,506,957
Income funds					
Restricted funds	18		1,802,392		1,865,820
<u>Unrestricted funds</u>					
Designated funds	19	1,322,928		1,205,617	
General unrestricted funds		439,700		435,520	
			1,762,628		1,641,137
			3,565,020		3,506,957

The financial statements were approved by the Trustees on 10.10.2023



Clive Harrold
Trustee



Gail Hunt
Trustee

Company registration number 04263352

BOSENCE FARM COMMUNITY LIMITED

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Cash flows from operating activities					
Cash generated from operations	25		135,061		98,959
Investing activities					
Purchase of tangible fixed assets		(52,396)		(146,709)	
Investment income received		2,516		1,969	
Net cash used in investing activities			(49,880)		(144,740)
Net cash used in financing activities			-		-
Net increase/(decrease) in cash and cash equivalents			85,181		(45,781)
Cash and cash equivalents at beginning of year			1,009,089		1,054,870
Cash and cash equivalents at end of year			<u>1,094,270</u>		<u>1,009,089</u>

BOSENCE FARM COMMUNITY LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

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

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £1.

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

1.2 Going concern

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

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

Therefore, subject to an unknown, unpredictable situation occurring, the trustees believe that the charity will be a going concern for the next 12 months from the date of approval of the financial statements and that no material uncertainties related to going concern exist. 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.

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

1.4 Income

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

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

Investment income is recognised on a receivable basis.

BOSENCE FARM COMMUNITY LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

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

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

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

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

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

1.5 Expenditure

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

All resources expended are inclusive of irrecoverable VAT.

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

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

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

1.6 Tangible fixed assets

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

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

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

Freehold land is not depreciated.

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

BOSENCE FARM COMMUNITY LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Taxation

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

BOSENCE FARM COMMUNITY LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies (Continued)

1.11 Employee benefits

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

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

1.12 Retirement benefits

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

1.13 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

2 Critical accounting estimates and judgements

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

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

3 Donations and legacies

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Donations and gifts	2,921	-	2,921	1,805	-	1,805
Legacies receivable	2,500	-	2,500	-	-	-
Government and other grants	3,851	107,081	110,932	160,488	291,205	451,693
	<u>9,272</u>	<u>107,081</u>	<u>116,353</u>	<u>162,293</u>	<u>291,205</u>	<u>453,498</u>
Grants receivable for core activities						
Government grants	3,851	12,837	16,688	160,488	206,125	366,613
Grants from other agencies	-	94,244	94,244	-	85,080	85,080
	<u>3,851</u>	<u>107,081</u>	<u>110,932</u>	<u>160,488</u>	<u>291,205</u>	<u>451,693</u>

BOSENCE FARM COMMUNITY LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

3 Donations and legacies

(Continued)

The total amount of government grants recognised in the financial statements was £16,688 (2022: £366,613). Cornwall Council grants have been received for £3,851 (2022: £32,636). This emergency funding has been issued to help essential services during the national lockdown and COVID-19 outbreak. Grants have been received for £nil (2022: £127,852) to help assist with additional infection control costs. £nil (2022: £89,176) has been received towards the costs of alterations to the admissions unit. £nil (2022: £69,870) has been received towards the cost of treatment to rough sleepers. £12,837 (2022: £nil) has been received as a workforce retention grant.

4 Charitable activities

	2023	2022
	£	£
Miscellaneous income	6,875	1,640
Detox Centre fees	1,216,867	950,069
Rehab Centre Service fees (including client contributions)	556,775	476,600
	<u>1,780,517</u>	<u>1,428,309</u>

5 Investments

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Interest receivable	<u>2,516</u>	<u>1,969</u>

6 Other expenditure

	Restricted funds	Total	Restricted funds	Total
	2023	2023	2022	2022
	£	£	£	£
Net loss on disposal of tangible fixed assets	<u>36,949</u>	<u>36,949</u>	<u>102,205</u>	<u>102,205</u>

BOSENCE FARM COMMUNITY LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

7 Charitable activities

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Staff costs	975,814	68,241	1,044,055	944,943	105,370	1,050,313
Depreciation and impairment	14,531	32,870	47,401	22,841	35,706	58,547
Consumables	80,739	15,484	96,223	49,596	8,336	57,932
Other direct costs	35,313	12,278	47,591	37,271	2,616	39,887
Establishment costs	113,713	1,200	114,913	80,167	-	80,167
Repairs and maintenance	57,538	3,488	61,026	44,838	3,660	48,498
Office expenses	16,539	-	16,539	18,385	-	18,385
Motor, travel & subsistence expenses	14,800	-	14,800	8,176	-	8,176
Printing, posting and stationery	7,889	-	7,889	9,425	-	9,425
Advertising and promotion	1,156	-	1,156	1,193	-	1,193
Legal and professional	1,200	-	1,200	1,080	-	1,080
	<u>1,319,232</u>	<u>133,561</u>	<u>1,452,793</u>	<u>1,217,915</u>	<u>155,688</u>	<u>1,373,603</u>
Share of support costs (see note 8)	322,772	-	322,772	276,537	-	276,537
Share of governance costs (see note 8)	28,810	-	28,810	19,913	-	19,913
	<u>1,670,814</u>	<u>133,561</u>	<u>1,804,375</u>	<u>1,514,365</u>	<u>155,688</u>	<u>1,670,053</u>
Unrestricted funds			1,670,814			1,514,365
Restricted funds			133,561			155,688
			<u>1,804,375</u>			<u>1,670,053</u>

BOSENCE FARM COMMUNITY LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

8 Support costs	Support Governance costs		2023		Support Governance costs		2022		Basis of allocation
	£	£	£	£	£	£	£		
Staff costs	274,659	14,199	288,858	248,801	13,338	262,139		Direct	
Office expenses	110	-	110	409	-	409		Direct	
Sundry and other costs	25,849	-	25,849	8,529	-	8,529		Direct	
Motor, travel and subsistence expenses	1,302	-	1,302	233	-	233		Direct	
Advertising and promotion	2,097	-	2,097	4,435	-	4,435		Direct	
Legal and professional costs	17,833	-	17,833	13,166	-	13,166		Direct	
Bank charges	922	-	922	961	-	961		Direct	
Audit fees	-	10,000	10,000	-	2,500	2,500		Governance	
Accountancy	-	4,611	4,611	-	4,075	4,075		Governance	
	<u>322,772</u>	<u>28,810</u>	<u>351,582</u>	<u>276,534</u>	<u>19,913</u>	<u>296,447</u>			
Analysed between									
Charitable activities	<u>322,772</u>	<u>28,810</u>	<u>351,582</u>	<u>276,534</u>	<u>19,913</u>	<u>296,447</u>			

BOSENCE FARM COMMUNITY LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

9 Auditor's remuneration

Fees payable to the charity's auditor:	2023	2022
	£	£
Audit of the charity's annual accounts	8,340	2,500

10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year. There were no reimbursements of expenses in the current or comparative period.

11 Employees

The average monthly number of employees during the year was:

	2023	2022
	Number	Number
Charitable activities	38	39
Central services	8	8
Governance	1	1
Total	47	48

Employment costs

	2023	2022
	£	£
Wages and salaries	1,211,888	1,208,161
Social security costs	97,271	82,384
Other pension costs	23,743	21,910
	1,332,902	1,312,455

In addition to the above costs, there were termination costs totalling £15,000 during the year (2022: nil)

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2023	2022
	Number	Number
60,000 - 70,000	1	1

12 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

BOSENCE FARM COMMUNITY LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

13 Tangible fixed assets	Freehold land and buildings	Fixtures and fittings	Computers	Motor vehicles	Total
	£	£	£	£	£
Cost					
At 1 April 2022	2,805,273	222,452	36,516	27,020	3,091,261
Additions	52,396	-	-	-	52,396
Disposals	(41,054)	-	-	-	(41,054)
At 31 March 2023	<u>2,816,615</u>	<u>222,452</u>	<u>36,516</u>	<u>27,020</u>	<u>3,102,603</u>
Depreciation and impairment					
At 1 April 2022	488,776	220,665	35,148	17,432	762,021
Depreciation charged in the year	41,337	1,500	1,368	3,196	47,401
Eliminated in respect of disposals	(4,105)	-	-	-	(4,105)
At 31 March 2023	<u>526,008</u>	<u>222,165</u>	<u>36,516</u>	<u>20,628</u>	<u>805,317</u>
Carrying amount					
At 31 March 2023	<u>2,290,607</u>	<u>287</u>	<u>-</u>	<u>6,392</u>	<u>2,297,286</u>
At 31 March 2022	<u>2,316,497</u>	<u>1,787</u>	<u>1,368</u>	<u>9,588</u>	<u>2,329,240</u>

The gross book value of freehold land and buildings includes £2,066,615 (2022: £2,055,273) of depreciable assets. In the opinion of the trustees the market value of the land is in excess of its carrying value.

14 Debtors	2023	2022
	£	£
Amounts falling due within one year:		
Trade debtors	564	60
Prepayments and accrued income	321,247	289,736
	<u>321,811</u>	<u>289,796</u>

15 Creditors: amounts falling due within one year	2023	2022
	£	£
Other taxation and social security	29,396	25,737
Trade creditors	9,133	5,138
Deferred income	65,665	67,785
Other creditors	6,015	3,213
Accruals	38,138	19,295
	<u>148,347</u>	<u>121,168</u>

BOSENCE FARM COMMUNITY LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

16 Deferred income

	2023	2022
	£	£
Arising from fees/grants received in advance	65,665	67,785

During the year, £67,785 (2022: £33,618) was released to income from previous periods and £65,665 (2021: £67,785) of incoming resources was deferred.

17 Retirement benefit schemes

Defined contribution schemes

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

The charge to profit or loss in respect of defined contribution schemes was £23,743 (2022: £21,910). Pension liabilities are allocated to unrestricted and restricted funds on the same basis as other employee-related costs unless the terms of a restriction prohibit the allocation of such costs to a restricted fund.

BOSENCE FARM COMMUNITY LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

18 Restricted funds

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

	Balance at 1 April 2021		Movement in funds		Balance at 1 April 2022		Movement in funds		Balance at 31 March 2023	
	£	£	Incoming resources	Resources expended	£	£	Incoming resources	Resources expended	£	£
Quiet Room (Sanctuary) Fund	20,379	-	-	(368)	20,011	-	-	(368)	19,643	
PCT Detox Centre Development Project Fund	1,287,960	-	-	(22,980)	1,264,980	-	-	(22,979)	1,242,001	
PDC Detox Development Project Fund	12,500	-	-	(408)	12,092	-	-	(407)	11,685	
Residents' Benevolent Fund	2,024	-	-	-	2,024	-	-	(171)	1,853	
Girdlers Artist Materials Fund	2,352	-	-	(696)	1,656	-	-	(938)	718	
Duchy Health Charity Limited	18,933	38,500	38,500	(400)	57,033	-	-	(1,170)	55,863	
Public Health England Grant	410,454	-	-	(108,543)	301,911	-	-	(40,197)	261,714	
The Clothworkers Foundation	2,740	-	-	(2,740)	-	-	-	-	-	
The Trusthouse Charitable Foundation	40,086	-	-	(617)	39,469	-	-	(618)	38,851	
The Tanner Trust	4,000	3,000	3,000	(7,000)	-	-	-	-	-	
National lottery	-	25,500	25,500	(25,500)	-	57,260	57,260	(57,260)	-	
Lottery – Woodland Gym	-	-	-	-	-	9,985	9,985	(9,985)	-	
Awards for All	9,734	-	-	(133)	9,601	-	-	(334)	9,267	
Girdlers	-	11,160	11,160	(11,160)	-	15,000	15,000	(15,000)	-	
Cornwall Council	-	69,870	69,870	(69,870)	-	12,837	12,837	(12,837)	-	
Cornwall Council Admissions Unit Refurbishment	-	136,255	136,255	-	136,255	-	-	(2,725)	133,530	
Bernard Sunley	4,733	-	-	(100)	4,633	10,000	10,000	(300)	14,333	
Garfield Weston	9,717	-	-	(106)	9,611	-	-	(106)	9,505	
St Aubyns Foundation	1,336	-	-	(1,336)	-	-	-	-	-	
Cornwall Community Fund	-	6,920	6,920	(5,936)	6,544	2,000	2,000	(2,000)	-	
Funds less than £2,000	5,560	-	-	-	-	-	-	(3,115)	3,429	
	<u>1,832,508</u>	<u>291,205</u>	<u>291,205</u>	<u>257,893</u>	<u>1,865,820</u>	<u>107,082</u>	<u>107,082</u>	<u>170,510</u>	<u>1,802,392</u>	

BOSENCE FARM COMMUNITY LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

18 Restricted funds

(Continued)

Purposes of restricted funds are as follows:

- Quiet Room (Sanctuary) Fund - provided for the maintenance of the quiet room for meditation and contemplation.
- PCT Detox Centre Development Project Fund - provided for the capital development costs for a detox centre.
- PCT Detox Development Project Fund - provided for the capital development costs for a detox centre.
- Residents Benevolent Fund - provided for the purchase of essential clothing for residents.
- Girdlers Artist Materials Fund - provided for the purchase of artistic materials for use of residents.
- Duchy Health Charity Limited fund - provided for capital improvements to upgrade the admin unit.
- Public Health England Grant - provided to help fund the building of a new family unit.
- Clothworkers Foundation - provided to fund the costs of upgrades to the CCTV system.
- Trusthouse Charitable Foundations - provided to help fund the building of the new family unit/annex
- The Tanner Trust - provided to fund costs of the horticulture project.
- National Lottery fund - provided to fund costs of the horticulture project.
- Lottery Woodland Gym fund - provided to fund the costs of installing a woodland gym.
- Awards for All fund - provided for the capital costs associated with the new laundry shed at the rehab unit.
- Girdlers Fund - provided to help fund the cost of the detox team leader salary.
- Cornwall Council fund - provided for capital improvements to upgrade the admin unit.
- Cornwall Council Admissions Unit refurbishment fund - provided for capital improvements to upgrade the admin unit.
- Bernard Sunley fund - provided for capital improvements to upgrade the admin unit and for the replacement of the window and doors at the rehab unit.
- Garfield Weston fund - provided for the replacement of the window and doors at the rehab unit.
- The St Aubyns Foundation fund - provided to fund costs of the horticulture project.
- The Cornwall Community Fund - provided to help towards the energy costs of leavers.

BOSENCE FARM COMMUNITY LIMITED
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

19 Designated funds

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

	Balance at 1 April 2021 £	Resources expended £	Transfers £	Balance at 1 April 2022 £	Resources expended £	Transfers £	Balance at 31 March 2023 £
Sanctuary reserve	20,000	-	(20,000)	-	-	-	-
Vehicle reserve	20,000	-	-	20,000	-	-	20,000
Bosence Farm reserve	410,901	(7,233)	-	403,668	(7,233)	-	396,435
Family unit / YPU development	25,000	-	(25,000)	-	-	-	-
Fixed operating cost reserve	635,000	-	-	635,000	-	-	635,000
Rehab development fund reserve	-	-	90,000	90,000	-	5,000	95,000
Maintenance reserve	20,000	(9,570)	12,000	22,430	(5,000)	-	17,430
Refurbishment reserve	20,300	(11,164)	8,000	17,136	(3,300)	-	13,836
Replacement heating system detox	-	-	-	-	-	125,000	125,000
Air conditioning unit detox	-	-	-	-	-	5,000	5,000
Training and staff support reserve	20,000	(12,617)	-	7,383	(7,156)	10,000	10,227
Trustees recruitment	-	-	10,000	10,000	-	(5,000)	5,000
	<u>1,171,201</u>	<u>40,584</u>	<u>75,000</u>	<u>1,205,617</u>	<u>22,689</u>	<u>140,000</u>	<u>1,322,928</u>

BOSENCE FARM COMMUNITY LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

19 Designated funds

(Continued)

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

- Sanctuary reserve - to cover future work that may be required at the sanctuary.
- Vehicle reserve - for the replacement of the vehicles used by the charity.
- Bosence Farm reserve - to provide accommodation, and is wholly represented by fixed assets.
- Family unit /YPU development fund - created to accrue for funds to be spent on a new family unit and £150,000 was designated to cover 6 months estimated running costs of the family unit.
- Fixed operating costs reserve - created to designate funds that represent six months of fixed operating costs.
- Rehab development fund reserve - created to accrue funds towards the substantial costs of extending the rehab unit to increase capacity.
- Maintenance reserve - created to accrue funds for large projects delayed by the Covid-19 pandemic.
- Refurbishment reserve - created for the redecorating and maintenance of the Bosence Farm and detox buildings.
- The replacement heating system reserve - created to cover the costs of replacing the old biomass heating system in the detox unit with a new heat pump heating system.
- The air conditioning unit reserve - created to designate funds for the costs of air conditioning systems in both the detox and rehab units.
- The training and staff support reserve - created to designate funds for implementing a formal, structured training programme to improve skills, programme delivery and effectiveness, and staff wellbeing
- The trustee recruitment reserve - created to designate funds towards the costs of recruiting new trustees

BOSENCE FARM COMMUNITY LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

20 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 31 March 2023 are represented by:						
Tangible assets	507,501	1,789,785	2,297,286	507,854	1,821,386	2,329,240
Current assets/(liabilities)	1,255,127	12,607	1,267,734	1,133,283	44,434	1,177,717
	<u>1,762,628</u>	<u>1,802,392</u>	<u>3,565,020</u>	<u>1,641,137</u>	<u>1,865,820</u>	<u>3,506,957</u>

21 Free reserves reconciliation

The free reserves (unrestricted funds that are not designated or represented by fixed assets) belonging to the charity as at 31 March 2023 are calculated as follows:

Unrestricted funds	£ 1,762,628
Less: Tangible assets (as per note 20)	(507,501)
Less: Designated funds not represented by fixed assets	(926,493)
Free reserves	<u>328,634</u>

22 Financial commitments, guarantees and contingent liabilities

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

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

BOSENCE FARM COMMUNITY LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

23 Operating lease commitments

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

	2023 £	2022 £
Within one year	9,232	7,033
Between two and five years	33,975	6,274
In over five years	313	-
	<u>43,520</u>	<u>13,307</u>

24 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2023 £	2022 £
Aggregate compensation	<u>135,454</u>	<u>122,645</u>

There were no disclosable related party transactions during the current or previous year.

25 Cash generated from operations

	2023 £	2022 £
(Deficit)/surplus for the year	58,063	111,518
Adjustments for:		
Investment income recognised in statement of financial activities	(2,516)	(1,969)
Loss on disposal of tangible fixed assets	36,949	102,205
Depreciation and impairment of tangible fixed assets	47,401	58,547
Movements in working capital:		
(Increase) in debtors	(32,016)	(154,534)
Increase/(decrease) in creditors	29,299	(50,975)
(Decrease)/increase in deferred income	(2,119)	34,167
Cash generated from operations	<u>135,061</u>	<u>98,959</u>

26 Analysis of changes in net (debt)/funds

The charity had no debt during the year.