

**Promoting Autonomy and  
Change Ltd**

(A company limited by guarantee)

**Annual Report and Financial  
Statements**

**31 March 2021**

**Company registration number: 01864139**

**Charity registration number: 517818**



## Promoting Autonomy and Change Ltd

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**Promoting Autonomy and Change Ltd**  
**Reference and Administrative Details**

<b>Charity name</b>	Promoting Autonomy and Change Ltd
<b>Charity registration number</b>	517818
<b>Company registration number</b>	01864139
<b>Principal office</b>	14 Lowther Street CARLISLE CA3 8DA
<b>Registered office</b>	14 Lowther Street CARLISLE CA3 8DA
<b>Trustees</b>	H Wickins, Chair (resigned 3 August 2020) L Atkinson, Trustee M Whitfield, Treasurer P Block, CEO (resigned 17 March 2021) A Pemberton, Trustee
<b>Chief executive officer</b>	P Block, Chief Executive officer (resigned 17 March 2021)
<b>Secretary</b>	A Pemberton, Company Secretary
<b>Bankers</b>	National Westminster Bank Plc 92 English Street CARLISLE CA3 8HD
<b>Accountant</b>	Dodd & Co Limited FIFTEEN Rosehill Montgomery Way Rosehill Estate CARLISLE CA1 2RW

**Promoting Autonomy and Change Ltd**  
**Trustees' Report for the Year Ended 31 March 2021**

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland.

PAC is a charity working with children and young people from age 6 to 19 and up to 24 with learning disabilities.

PAC began in 1984 - initially known as Practical Alternatives to Custody. For many years' PAC supported young people at risk of being criminalised or who had committed offences and were awaiting sentence. Counselling and alternative education provision was delivered. As youth justice policy evolved so did PAC and PAC moved away from the youth justice arena and focussed more on counselling and therapy. The PAC acronym remained, as it was so recognised in our region, but what it stood for was altered to **Promoting Autonomy and Change**.

This is what PAC is all about – promoting autonomy and change in children and young people who suffer from acute and challenging mental health problems.

### **ACTIVITIES FOR ACHIEVING OBJECTIVES**

Promoting Autonomy and Change Limited (PAC) is a Carlisle registered charity and limited company that provides one-to-one counselling and therapy sessions to young people who need support for emotional, inter-personal or mental health problems. We engage with, assess, and then deliver therapy to young people using a range of therapeutic techniques including counselling, art therapy, drama therapy, movement and dance therapy, creative arts therapy, equine therapy, online therapy, and group work therapy.

The therapy we offer at PAC has evolved through many years of one-to-one delivery, research, and service user feedback. We are confident that we provide the type of therapeutic service that young people choose to attend and that produces positive outcomes. Our provision is innovative and creative, providing the conditions and the environment necessary for young people to gain the confidence to consider and make change.

The need for PAC's provision has arisen from identifying a group of disadvantaged young people who are struggling in society. Although we do work with all children and young people from any background. PAC has developed the type of support that they choose to access and that works for them. This range of support is still not available anywhere else in Cumbria and as such there has been a high demand for the provision of therapy at PAC.

The children and young people we work with are disadvantaged because their lowest level of needs such as safety, love, belongingness and even some basic physiological requirements have never been met. They have complex emotional and mental health needs which have remained unaddressed.

The young people who attend PAC face circumstances and problems so complex and multiple that they prevent them from accessing mainstream support. They may also lack the personal ability to engage in any service offered to help them. This significantly reduces the opportunities that should be available to them, and society fails them by simply not knowing how to meet their complex need or how to engage with them.

Our provision is person centred and empowers young people to make changes in their lives through the insight and self-awareness that they gain from the counselling and therapy sessions. The focus is not on the young person's problems or on making a diagnosis but instead on their needs. Being a person-centred organisation is fundamental to how we deliver our provision. A non-judgemental approach is essential.

### **MAIN ACTIVITIES UNDERTAKEN TO FURTHER THE CHARITY'S PURPOSES FOR PUBLIC BENEFIT**

Our activities, along with achievements and performances listed within our report, were all undertaken to further our charitable purposes and for public benefit. The trustees have considered the guidance issued by the Charity Commission in respect of public benefit and confirm that the charity adheres to this guidance.

### **REVIEW OF ACTIVITIES**

#### **Achievements and performance**

Over the past year our provision has continued to be based on theoretical models; Integrative Person-Centred Counselling, Drama Therapy, Art Therapy, Dance and Movement Therapy, Creative Arts Therapy, Equine Therapy, Online Therapy and Groupwork Therapy. This gives us the scope to best meet the specific needs of the individual or group.

**Promoting Autonomy and Change Ltd**  
**Trustees' Report for the Year Ended 31 March 2021**

This year 144 young people have accessed therapy at PAC. Caseloads are mostly complex taking time to resolve. The waiting time for our provision has increased from 6 months to about 12 months. Those waiting to be seen has increased from 62 to 90.

The gender split is 35% male, 65% female

2251 therapy hours were delivered by 4 full time equivalent therapists.

Possible outcomes may include:

- Able to thrive and achieve
- Able to deal with and understand their emotions
- An increase in self-esteem and confidence
- Heightened aspirations for their future
- Improved attendance levels at school and ability to participate
- Improved home life and relationships
- Improvement in behaviour
- Increased happiness and wellbeing
- Increased resilience

#### **FINANCIAL RISK MANAGEMENT OBJECTIVES AND POLICIES**

##### **Financial review**

To ensure financial stability PAC has planned budgets over a two-year period.

This year PAC had funding in place from the Cumbria County Council contract (for vulnerable young people with mental health issues). This started in January 2020 and runs until March 2022.

PAC is further funded by one national grant awarding body, Children in Need, and by three local grant awarding bodies - Francis C. Scott Charitable Trust, The EC Graham Trust and Cumbria Community Foundation.

Further income derived from donations and payments.

Over this accounting year, despite some changes, PAC has retained stability in staffing for therapeutic service delivery and funding. PAC remains basically in line with the budget projection. The continuity of funding has given PAC the financial security it requires not only to continue existing services but to look towards expansion to meet the growing number of young people requiring therapeutic intervention.

At the year end total reserves stood at £108,394 with £97,660 being unrestricted/designated and £10,734 being restricted.

##### **IMPACT OF COVID-19**

PAC has maintained therapy provision throughout the pandemic. Therapists have worked at full capacity offering therapy provision through various online platforms when government restrictions prevented us from being in the office. Some young people actually prefer online therapy or a mixture of both online and face to face and as result some therapists now have more of a hybrid way of working.

Some therapists have noticed other changes during this period such as increased incidence of absences from therapy due to illness or isolating or children and young people wanting to make the most of long awaited family days out and trips during school holidays. After the many school closures a lot of young people are not wanting to miss any more school meaning that therapists are having to be as flexible as possible in providing after school appointments.

The very nature of this pandemic means the therapy provision offered by PAC is needed more than ever.

**Promoting Autonomy and Change Ltd**  
**Trustees' Report for the Year Ended 31 March 2021**

**RESERVES POLICY**

PAC reserves have been built up to a level to avoid disruption of essential services for a six-month period. This is in the event of a significant drop in funding whilst additional funds are being raised. It will also cover provision for winding up the company in the event of imposed changes outside the Board's control. Unrestricted funding is broadly in line with this policy.

PAC has a designated reserve of £50,000. This is made up of a provision for any potential shortfall in funding or if PAC found itself in any financial difficulty.

Free reserves at the year end stood at £97,125 which represents around six-months total expenditure however in the event of lost restricted funding, some expenses would also reduce.

**STRUCTURE, GOVERNANCE, AND MANAGEMENT**

**Constitution**

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 16 November 1984.

The company is constituted under a Memorandum of Association dated 16 November 1984 and is a registered charity, number 517818.

The charitable company is a company limited by guarantee having no share capital. The liability of each member in the event of winding up is limited to £1.

**STAFFING AND OFFICER CHANGES**

We were sad to lose our CEO, Paul Block, after he unfortunately passed in March 2021. He is missed by all at PAC. Paul was CEO of PAC and also a Trustee.

We also lost the Chair of the Board, Helen Wickins, after she passed in August 2020. Again, Helen is sadly missed by all.

This left us with three Trustees at PAC.

Our Drama therapist left the organisation in June 2020 after moving out of the area. She was replaced by a Play Therapist working two days a week who started in September 2020.

An Art Therapist was recruited for one day a week starting in February 2021.

**METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES**

Trustees are elected from the membership at the Annual General Meeting.

**ORGANISATIONAL STRUCTURE AND DECISION MAKING**

Promoting Autonomy and Change Ltd (PAC) directors formerly meet four times a year to monitor the activities and the provision at PAC, the staffing requirements and performance and the financial management. This reported information is provided by the PAC Chief Officer.

**FUTURE DEVELOPMENTS**

Covid-19 continues to challenge the whole world. In relation to PAC the main impact is an increase in the number of referrals as well as young people staying in therapy longer than they may otherwise have done. This is due to the increased anxieties and challenges that are around as a result of a world that has been turned upside down. The result of this is that our waiting list has increased meaning children and young people are having to wait longer for a therapist to be able to work with them. We hope to seek further funding and also develop new ways of working and expand provision in order that we can reduce this waiting list down.

We anticipate needing the continued flexibility with service delivery, needing to move online at a moment's notice when restrictions are imposed. Our therapists have done this very well so far. However, we will be developing some of our systems in order to make it easier for staff to communicate and work with one another in a digital office space.

**Promoting Autonomy and Change Ltd**  
**Trustees' Report for the Year Ended 31 March 2021**

With such large losses to management and the Trustee Board in 2020/21 we will be recruiting new management and Trustees over the coming year. We feel positive that this will be a fresh start and the beginning of a positive new chapter for PAC. It will also be an opportunity to review best management structures.

Part of this fresh start and new chapter will involve a full service review to evaluate whether we are meeting the needs of young people effectively and in what way we can develop services to meet those needs more effectively. We anticipate exploring more groupwork as well as parent and child therapy.

We are also aware that some funding streams are now more competitive than ever which potentially makes the coming years and funding of our services a challenge. With new management we hope to start diversifying funds in order that we can grow our income streams in order to expand our service. We may therefore take some time in 2021/22 to review staffing in order to get the right management and infrastructure support in place.

**Small company provisions**

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Approved by the Board on 14 December 2021 and signed on its behalf by:

A handwritten signature in black ink, appearing to be 'M Whitfield', written over a horizontal dotted line.

M Whitfield  
Trustee

## **Promoting Autonomy and Change Ltd**

### **Trustees' Responsibilities in relation to the Financial Statements**

The trustees (who are also directors of Promoting Autonomy and Change Ltd for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and the Financial Reporting Standard 102 - 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

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 income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

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

**Independent Examiner's Report to the Trustees of  
Promoting Autonomy and Change Ltd**

I report on the accounts of the company for the year ended 31 March 2021, which are set out on pages 8 to 20.

**Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under Part 16 of the Companies Act 2006 and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act; and
- state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....  
Martin S Ward FCA  
Dodd & Co Limited  
Chartered Accountants

14 December 2021

FIFTEEN Rosehill  
Montgomery Way  
Rosehill Estate  
CARLISLE  
CA1 2RW

**Promoting Autonomy and Change Ltd**

**Statement of Financial Activities (including Income and Expenditure Account) for the Year  
Ended 31 March 2021**

	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
Note	£	£	£	£
<b>Income and endowments from:</b>				
Voluntary income	2	85,384	103,467	188,851
Other trading activities	3	2,769	-	2,769
Investments	4	21	-	21
Total income and endowments		<u>88,174</u>	<u>103,467</u>	<u>191,641</u>
<b>Expenditure on:</b>				
Charitable activities		88,378	108,149	196,527
Total expenditure		<u>88,378</u>	<u>108,149</u>	<u>193,837</u>
Net (expenditure)/income before transfers		(204)	(4,682)	(4,886)
<b>Transfers</b>				
Transfers between funds		(905)	905	-
Net movements in funds		(1,109)	(3,777)	(4,886)
<b>Reconciliation of funds</b>				
Total funds brought forward		98,769	14,511	113,280
Total funds carried forward		<u>97,660</u>	<u>10,734</u>	<u>108,394</u>

All of the Charity's activities derive from continuing operations during the above periods.

The notes on pages 10 to 20 form an integral part of these financial statements.

**Promoting Autonomy and Change Ltd**  
**Company registration number: 01864139**  
**Balance Sheet as at 31 March 2021**

		2021		2020	
	Note	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	10		535		1,222
<b>Current assets</b>					
Debtors	11	25,571		25,589	
Cash at bank and in hand		87,592		92,108	
		<u>113,163</u>		<u>117,697</u>	
<b>Creditors: Amounts falling due within one year</b>	12	<u>(5,304)</u>		<u>(5,639)</u>	
<b>Net current assets</b>			<u>107,859</u>		<u>112,058</u>
<b>Net assets</b>			<u>108,394</u>		<u>113,280</u>
<b>The funds of the charity:</b>					
<b>Restricted funds</b>					
			10,734		14,511
<b>Unrestricted funds</b>					
Unrestricted income funds			<u>97,660</u>		<u>98,769</u>
<b>Total charity funds</b>			<u>108,394</u>		<u>113,280</u>

For the financial year ended 31 March 2021, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

Approved by the Board on 14 December 2021 and signed on its behalf by:



M Whitfield  
Trustee

The notes on pages 10 to 20 form an integral part of these financial statements.

## Promoting Autonomy and Change Ltd

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 1 Accounting policies

##### Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

##### Statement of compliance

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

##### Basis of preparation

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

##### Going concern

The charity has considered whether the use of the going concern basis for accounting is appropriate. To do this, they have considered whether there are any material uncertainties as to the charity's ability to continue as a going concern.

Following the COVID-19 outbreak and subsequent lockdown from mid-March 2020, the trustees have assessed the expected impact on the charity's operations and finances. The pandemic has in fact increased demand for its services and additional funding has been secured post year end to enable the charity to fulfill demand as well as having free reserves available to fund services short term until further funding is received. As a result of this, the trustees are satisfied the charity has the financial resources and there is no material uncertainties about the charity's ability to continue as a going concern.

##### Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Designated funds are unrestricted funds set aside at the discretion of the trustees for specific purposes.

Further details of each fund are disclosed in note 16.

## Promoting Autonomy and Change Ltd

### Notes to the Financial Statements for the Year Ended 31 March 2021

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#### Income and endowments

Donations are recognised when the Charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the Charity before the Charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the Charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measured with a degree of reasonable accuracy and the title to the asset having been transferred to the Charity.

Investment income is recognised on a receivable basis.

#### Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds are the costs of trading for fundraising purposes.

#### Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### Fixed assets

Individual fixed assets costing £100 or more are initially recorded at cost.

#### Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Plant and machinery	25% straight line basis
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#### Trade Debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business. Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the Charity will not be able to collect all amounts due according to the original terms of the receivables.

## Promoting Autonomy and Change Ltd

### Notes to the Financial Statements for the Year Ended 31 March 2021

..... continued

#### **Cash and Cash Equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### **Liabilities**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the Charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Operating leases**

Leases in which substantially all the risks and rewards of ownership are retained by the lessor are classified as operating leases. Rentals payable under operating leases are charged in the Statement of Financial Activities on a straight line basis over the lease term.

#### **Pensions**

The charity operates a defined contribution pension scheme. Contributions are charged in the statement of financial activities as they become payable in accordance with the rules of the scheme.

#### **Financial instruments**

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument. Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the Charity after deducting all of its liabilities.

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the Charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the Charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the Charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

**Promoting Autonomy and Change Ltd**

**Notes to the Financial Statements for the Year Ended 31 March 2021**

..... continued

**2 Donations and legacies**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2021 £</b>	<b>Total Funds 2020 £</b>
<b>Donations and legacies</b>				
Appeals and donations	1,384	-	1,384	8,662
<b>Grants</b>				
Children in Need	-	51,467	51,467	48,667
Cumbria County Council	84,000	-	84,000	84,000
Francis C Scott Charitable Trust	-	15,000	15,000	10,000
EC Graham	-	17,000	17,000	17,000
Cumbria Community Foundation	-	20,000	20,000	20,115
	<u>84,000</u>	<u>103,467</u>	<u>187,467</u>	<u>179,782</u>
	<u>85,384</u>	<u>103,467</u>	<u>188,851</u>	<u>188,444</u>

Of the donations and legacies income in 2020, £92,662 related to unrestricted funds and £95,782 related to restricted funds.

**3 Other trading activities**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2021 £</b>	<b>Total Funds 2020 £</b>
Equine Therapy	-	-	-	450
AWW	600	-	600	13,500
Safety Net	2,169	-	2,169	3,253
NLCS	-	-	-	4,300
	<u>2,769</u>	<u>-</u>	<u>2,769</u>	<u>21,503</u>

All the other trading activities income in 2020 related to unrestricted funds.

**4 Investments**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2021 £</b>	<b>Total Funds 2020 £</b>
Interest on cash deposits	21	-	21	104

All the investment income in 2020 related to unrestricted funds.

**Promoting Autonomy and Change Ltd**

**Notes to the Financial Statements for the Year Ended 31 March 2021**

..... continued

**5 Expenditure**

	<b>Therapeutic and educational activities</b>	<b>Total 2021</b>	<b>Total 2020</b>
	£	£	£
<b>Direct costs</b>			
Cost of sales	-	-	385
Wages and salaries	154,356	154,356	150,985
Employment costs	14,927	14,927	15,002
Rent	6,000	6,000	6,000
Light, heat and power	4,003	4,003	2,757
Insurance	4,002	4,002	4,148
Repairs and maintenance	322	322	308
Telephone and fax	4,112	4,112	4,063
Office expenses	1,004	1,004	1,934
Supervision	2,845	2,845	3,321
Printing, postage and stationery	189	189	349
Sundry expenses	1,260	1,260	964
Depreciation of plant and machinery	687	687	687
	<u>193,707</u>	<u>193,707</u>	<u>190,903</u>
<b>Support costs</b>			
Accountancy fees	1,140	1,140	988
Independent examiner's fee	600	600	600
Payroll costs	1,080	1,080	1,346
	<u>2,820</u>	<u>2,820</u>	<u>2,934</u>
	<u>196,527</u>	<u>196,527</u>	<u>193,837</u>

Of the expenditure in 2020, £98,316 related to unrestricted funds and £95,521 related to restricted funds.

**6 Governance costs**

	<b>2021</b>	<b>2020</b>
	£	£
Accountancy fees	1,140	988
Independent examiner's fee	600	600
	<u>1,740</u>	<u>1,588</u>

**7 Trustees' remuneration and expenses**

No trustees received any reimbursements of expenses during the year.

Promoting Autonomy and Change Ltd

Notes to the Financial Statements for the Year Ended 31 March 2021

..... continued

**8 Net (expenditure)/income**

Net (expenditure)/income is stated after charging:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Depreciation of tangible fixed assets	687	687

**9 Employees' remuneration**

The aggregate payroll costs of these persons were as follows:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Wages and salaries	154,356	150,985
Social security	9,925	10,533
Other pension costs	2,752	2,486
	<u>167,033</u>	<u>164,004</u>

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the Charity were £36,465 (2020 - £36,465).

**Promoting Autonomy and Change Ltd**

**Notes to the Financial Statements for the Year Ended 31 March 2021**

..... continued

**10 Tangible fixed assets**

	<b>Fixtures, fittings and equipment £</b>
<b>Cost</b>	
As at 1 April 2020 and 31 March 2021	<u>24,560</u>
<b>Depreciation</b>	
As at 1 April 2020	23,338
Charge for the year	687
As at 31 March 2021	<u>24,025</u>
<b>Net book value</b>	
As at 31 March 2021	<u>535</u>
As at 31 March 2020	<u>1,222</u>

**11 Debtors**

	<b>2021 £</b>	<b>2020 £</b>
Other debtors	21,000	21,000
Prepayments and accrued income	4,571	4,589
	<u>25,571</u>	<u>25,589</u>

**12 Creditors: Amounts falling due within one year**

	<b>2021 £</b>	<b>2020 £</b>
Trade creditors	294	-
Taxation and social security	2,765	3,857
Other creditors	580	-
Accruals and deferred income	1,665	1,782
	<u>5,304</u>	<u>5,639</u>

**13 Members' liability**

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

**Promoting Autonomy and Change Ltd**

**Notes to the Financial Statements for the Year Ended 31 March 2021**

..... *continued*

**14 Pension scheme**

**Defined contribution pension scheme**

The charity operates a defined contribution pension scheme. The pension cost charge for the period represents contributions payable by the charity to the scheme and amounted to £2,752 (2020 - £2,486).

Contributions totalling £580 (2020 - £nil) were payable to the scheme at the end of the period and are included in creditors.

**Promoting Autonomy and Change Ltd**

**Notes to the Financial Statements for the Year Ended 31 March 2021**

..... continued

**15 Related parties**

**Controlling entity**

The charity is controlled by the trustees who are all directors of the company.

**16 Analysis of funds**

	At 1 April 2020	Incoming resources	Resources expended	Transfers	At 31 March 2021
	£	£	£	£	£
<b>Designated Funds</b>					
Designated fund	50,000	-	-	-	50,000
<b>General Funds</b>					
Unrestricted income fund	48,769	88,174	(88,378)	(905)	47,660
<b>Restricted Funds</b>					
Children in Need	8,015	51,467	(53,796)	-	5,686
Francis C Scott Charitable Trust	2,152	15,000	(15,679)	-	1,473
E C Graham Cumbrian Charitable Trust	4,344	17,000	(17,769)	-	3,575
Cumbria Community Foundation	-	20,000	(20,905)	905	-
	<u>14,511</u>	<u>103,467</u>	<u>(108,149)</u>	<u>905</u>	<u>10,734</u>
	<u>113,280</u>	<u>191,641</u>	<u>(196,527)</u>	<u>-</u>	<u>108,394</u>

An amount of £43,000 has been designated by the trustees to cover potential costs incurred in the event that the charitable company is unable to continue to trade due to the cessation of government funding. An additional £7,000 has been designated for staff costs.

The charity received two grants from BBC Children In Need during the year to fund a Foundation Therapeutic worker salary and associated costs and to also part fund a Creative Arts Therapist salary and associated costs for our Under 11's project.

The charity received a grant from the Francis C Scott Charitable Trust during the year to fund the Art Therapy project.

The charity received a grant from E C Graham Cumbrian Charitable Settlement to supplement the staff costs of one of our full time therapy roles.

The charity received a grant from Cumbria Community Foundation during the year as match funding to part fund a Creative Arts Therapist salary and associated costs for our Under 11's project.

**17 Transfers**

A transfer of £905 has been made from unrestricted funds to the Cumbria Community Foundation fund to fund an overspend.

Promoting Autonomy and Change Ltd

Notes to the Financial Statements for the Year Ended 31 March 2021

..... continued

Prior period

	At 1 April 2019	Incoming resources	Resources expended	At 31 March 2020
	£	£	£	£
<b>Designated Funds</b>				
Designated fund	<u>50,000</u>	<u>-</u>	<u>-</u>	<u>50,000</u>
<b>General Funds</b>				
Unrestricted income fund	<u>32,816</u>	<u>114,269</u>	<u>(98,316)</u>	<u>48,769</u>
<b>Restricted Funds</b>				
Children in Need	1,000	48,667	(41,652)	8,015
Francis C Scott Charitable Trust	3,333	10,000	(11,181)	2,152
E C Graham Cumbrian Charitable Trust	9,917	17,000	(22,573)	4,344
Cumbria Community Foundation	-	20,115	(20,115)	-
	<u>14,250</u>	<u>95,782</u>	<u>(95,521)</u>	<u>14,511</u>
	<u>97,066</u>	<u>210,051</u>	<u>(193,837)</u>	<u>113,280</u>

**Promoting Autonomy and Change Ltd**

**Notes to the Financial Statements for the Year Ended 31 March 2021**

..... continued

**18 Net assets by fund**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2021</b>	<b>Total Funds 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Tangible assets	535	-	535	1,222
Current assets	102,429	10,734	113,163	117,697
Creditors: Amounts falling due within one year	<u>(5,304)</u>	<u>-</u>	<u>(5,304)</u>	<u>(5,639)</u>
Net assets	<u><u>97,660</u></u>	<u><u>10,734</u></u>	<u><u>108,394</u></u>	<u><u>113,280</u></u>

**Prior period**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2020</b>	<b>Total Funds 2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Tangible assets	1,222	-	1,222	1,909
Current assets	103,186	14,511	117,697	97,044
Creditors: Amounts falling due within one year	<u>(5,639)</u>	<u>-</u>	<u>(5,639)</u>	<u>(1,887)</u>
Net assets	<u><u>98,769</u></u>	<u><u>14,511</u></u>	<u><u>113,280</u></u>	<u><u>97,066</u></u>