

Company registration number: NI041816

Appleby Trust Limited
Company limited by guarantee
Unaudited financial statements
31 March 2023

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Directors

Thomas O'Hanlon
Sylvia MacRoberts
Heather Beggs
Jeannie Minne – Resigned 08/02/2023
Joanne McCracken

Secretary

Elaine Leonard

Company number

NI034554

Registered office

1-2 Rokeby Green
Armagh
Co. Armagh
BT61 9AT

Business address

1-2 Rokeby Green
Armagh
Co. Armagh
BT61 9AT

Accountants

WHR Accountants Ltd
Chartered Certified Accountants
56 English Street
Armagh
BT61 7LG

Bankers

First Trust
Scotch Street
Dungannon
Co. Tyrone
BT70 1AZ

Trustees' Annual Report (including Directors' Report)

The Trustees present their report and the financial statements of the charity for the year ended 31st March 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

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 2008 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 published on 16th July 2014 (as amended by Update Bulletin 1 published on 2nd February 2016).

General Information

The address of the charitable company's registered office is 1-2 Rokeby Green Armagh

DIRECTORS AND TRUSTEES

The directors of the company are its trustees for the purposes of charity law.

The trustees and officers serving during the year and since the end of the year were as follows:

1. Thomas O'Hanlon	Chair
2. Sylvia McRoberts	Vice Chair
3. Heather Beggs	Hon Treasurer
4. Jeannie Milne	Resigned 08/02/2023
5. Elaine Leonard	Secretary
6. Joanne McCracken	

The Appleby Trust is a company based in Armagh and we provide daytime opportunities for adults with learning disabilities through various services. During the period of this report, we provided services in Armagh City, Lurgan, Banbridge and throughout the Southern Health and Social Trust.

Trustees' Annual Report (including Directors' Report) (continued)

CHAIRS REPORT

The period 22- 23 began filled with uncertainty as we entered the definitive last year of ESF funding, concern remained about the successor fund to ESF funding, the UKSPF was identified by the UK government as a continuation pot however the community and voluntary sector has experienced much stress with the process characterised by a lack of information, deadlines that have slipped continuously and a very tight time frame for application. The situation was made immeasurable more difficult with no local government to support us or fight our case. The ability to apply, to get full sight of the guidelines only was published in mid December 2022 with an already tight time frame to form a necessary consortium and partnership and complete an application expasperated by the Christmas break. As an organisation along with many others in our sector we went through an agonising wait until the 31st of March 2023 to see if we were successful in the funding- thankfully we were.

During the time of uncertainty we maintained services for all our participants, and kept the morale of staff high, unfortunately the uncertainty of the funding situation led to all staff being put on redundancy notice and a number of staff tendering their resignation, in keeping with the rest of the sector, experienced staff have been lost to the public and private sector. Financially the company has experienced like all others soaring rises in cost of heat and light with no increase in funding provided. The sector has never experienced such a traumatic time, we entered the 23-24 period knowing we had funding but with a changed service with a funding pot that doesn't provide the same level of support as we had previously, and a real fear that our learning disabled participants needs and aspirations to be part of the workplace are slowly being eroded by funders with a focus on job outcomes .



12/01/2024

Chairman

PURPOSE AND ACTIVITIES

The purposes of the charity are to provide training facilities for the people of Northern Ireland with disabilities to include emotional and behavioural problems without distinction of age, sex, race, political or religious opinions by association with the authorities, voluntary groups, institutions, business and statutory inheritance in a common effort to advance care, treatment, education, training and to provide facilities in the interest of social welfare for health, recreation and leisure activities with the object of improving conditions of life for people in the area in question.

The trustees believe that our purpose to provide training facilities for the people of Northern Ireland, in particular those people who are disabled, by the provision of work and social skills training which will help to equip them for employment opportunities provides a public benefit. The direct benefits which flow from this purpose include improved work and social skills, improved self-confidence, and social inclusion in community workplaces. These benefits have been demonstrated through progress on training plans, progress on tracked assessments, placement in community workplaces, feedback from participants and their families at reviews and through results of satisfaction questionnaires carried out with participants.

Trustees' Annual Report (Including Directors' Report) (continued)

ACHIEVEMENT AND PERFORMANCE

Supported Employment

Supported employment has continued to thrive. The service is functioning at capacity with a waiting list to access the service, this has been a continued trend for the past number of years. Our social enterprises continue to act as a progression route to this service ensuring that a constant flow of participants are available for the service. In addition connections are able to be made by the supported employment job coach and the participants in the social enterprises as they have the opportunity to form a relationship prior to leaving the Print It's. There has been an opening of more employer based work placements in the last year leading to a strong variety of work opportunities and experiences for the participants.

Print It Lurgan

The Graphic Designer has continued to work proactively in increasing the business impact of the enterprise in the community whilst also promoting the social mission through social media, word of mouth and flyer drop, it continues to operate at capacity as regards participants with a waiting list.

Print It Banbridge

Print It Banbridge has had a gradual increase in referrals of participants with direction from the contract manager strong links are being forged with the newly structured social work teams to ensure that there is a steady flow keeping the enterprise as socially driven as possible.

Autism service

The Autism supported employment service provided by the company grows in excellence in terms of the outcomes for the participants which far exceed the original targets for the young people in achieving paid employment. This has included positions in IT, retail, admin and hospitality among others. The Job Coach has developed extensive online resources to ensure participants can still be supported during lockdown as some of the autistic young people have extreme anxiety around Covid, the use of online as a communication technique has ably supported those participants to engage through the last year including outside of lockdown.

Education and Training Inspectorate (ETI)

The company has continued to engage in proactive self-evaluation of all services and to provide the ETI with Quality Improvement Plans which continue to highlight our company's dedication to providing the best possible service for our participants

FINANCIAL REVIEW

Funding

The deficit incurred during the year ended 31st March 2023 was £69,366

The charity's working capital requirements have been maintained during the year to allow the various activities of the charity to continue uninterrupted.

At the 31st March 2023 the company has net current assets of £24,846 with all creditors payable within the due period in the case of taxes and for materials or services as agreed with commercial suppliers.

With the support from our main funders, Southern Health and Social Care Trust (SHSCT), and now UKSPF), we are confident that the services currently being provided will continue to improve the lives of those requiring support in the community.

Funding for 2023-25 has been sought and granted from UKSPF and SHSCT.

GOING CONCERN

With the continued support from our funders confirmed for the next year the trustees are satisfied that the charity accounts should be prepared on a going concern basis.

RISK MANAGEMENT

While we continue to strengthen our relationship with the community via the various print-it-projects the enhancement of these programmes are also the main risks to the enterprise in ensuring that costs are controlled and that the activities lead to increased revenues and thereby a greater contribution towards our overheads. The costs are closely monitored, and monthly reports are required by the trustees to ensure that the various programmes are run efficiently and remain within prepared budgets.

Attention is also focused on the non-financial risks arising from the health, safety and protection of our vulnerable participants. These risks are managed by ensuring that we have robust policies and procedures in place, and regular awareness training for staff working in these operational areas, the trustees require reporting of any and all issues relating to health, safety and protection of our adults at risk on a formal basis each month at board meeting. The company ensures that it stays up to date with all legislation regarding safeguarding and have received the highest rating from ETT on our safeguarding practice. Staff continual professional development is taken very seriously, and staff have benefited during the period from mental health first aid training, Assist suicide prevention training, epilepsy management, ASC training, first aid and diabetes awareness. We have a strong focus on fully meeting our participants needs and will undertake all necessary training to ensure that the persons experience is the best we can provide.

Potential harm and restrictions on public benefit

No harm arises from any of the Trust's purposes and no restrictions were applied to public benefit.

Statement of compliance

The trustees of The Appleby Trust, during the year, complied with their duty to have due regard to the guidance provided by the Charity Commission for Northern Ireland when exercising any powers or duties to which the guidance is relevant.

Trustees' responsibilities

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

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

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- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;

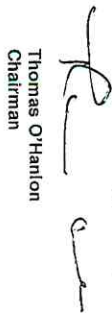
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

Small company provisions

This report has been prepared in accordance with provisions applicable to companies entitled to the small companies exemption.

This report was approved by the board of trustees and signed on behalf of the board by:



Thomas O'Hanlon
Chairman

Date 12/01/2024

Charity registration number: NIC101210

Company registration number: NI041816

Independent Examiner's Report

I report on the accounts of the company for the year ended 31st March 2023 which are set out on pages 8 to 14.

Respective responsibilities of trustees and examiner

As the charity trustees (and also the directors of the company for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006. Having satisfied myself that the charity is not subject to audit under company law, and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 65 of the Charities Act;
- follow the procedures laid down in the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act. The examination included 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 charity trustees concerning any such matters.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. That accounting records were not kept in accordance with section 386 of the Companies Act 2006
2. That the accounts do not accord with those accounting records
3. That the accounts do not comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the 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
4. That there is further information needed for a proper understanding of the accounts to be reached.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.



Andrew Gilpin
WHR Accountants Ltd
Chartered Certified Accountants
56 English Street
Armagh
BT61 7LG

12th January 2024

Appleby Trust Limited
Statement of Financial Activities for the year ended 31st March 2023

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
Income				
Income from Charitable Activities	-	-	-	-
Income from Generating Funds	81,541	-	81,512	84,512
Government Funding	-	262,158	262,158	197,631
Government Grants	-	-	-	1,714
	<u>81,541</u>	<u>262,158</u>	<u>343,699</u>	<u>283,857</u>
Expenditure				
Cost of Generating Funds	15,121	-	15,121	18,369
Cost of Charitable Activities	48,846	234,599	283,445	245,752
Governance Costs	924	-	924	840
	<u>64,891</u>	<u>234,599</u>	<u>299,490</u>	<u>264,961</u>
Total payments				
Net Income/(expenditure)				
Appleby Careers expenses	10	107,769	112,769	-
	<u>4,806</u>	<u>(80,210)</u>	<u>(69,366)</u>	<u>18,896</u>
Surplus/(Deficit) for the year	<u>11,844</u>	<u>(80,210)</u>	<u>(69,366)</u>	<u>18,896</u>

Appleby Trust Limited
Statement of Financial Position as at 31st March 2023

	Note	2023	2022
		£	£
Fixed assets			
Tangible assets	3	4,905	6,131
		<u>4,905</u>	<u>6,131</u>
Current assets			
Stocks		1,200	1,180
Debtors	4	23,584	101,257
Bank and cash in hand		10,152	10,968
		<u>34,916</u>	<u>113,405</u>
Creditors: amounts falling due within one year	5	(14,975)	(26,324)
Net current assets		<u>14,941</u>	<u>87,081</u>
Total assets less current liabilities		<u>24,846</u>	<u>93,212</u>
Net assets		<u>24,846</u>	<u>93,212</u>
Capital and reserves			
Unrestricted funds		24,846	13,002
Restricted funds		-	80,210
Total funds		<u>24,846</u>	<u>93,212</u>


The directors are satisfied that the company is entitled to exemption from audit under section 477 of the Companies Act 2006 and that members have not required an audit in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of Companies Act 2006 with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the special provision in Part 15 of the Companies Act 2006 to companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Board on 12th January 2024.

Signed on behalf of the board of trustees:


 Thomas O'Hanlon
 Director

Company registration number: NI041816

Notes to the Financial Statements

1 Summary of significant accounting policies

(a) General information and basis of preparation

The Appleby Trust Limited is a company limited by guarantee in Northern Ireland. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information of these financial statements.

The charity constitutes a public benefit entity as defined by FRS 102. 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) issued on 16th July 2014 (as updated through Update Bulletin 1 published on 2nd February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2008, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1st January 2015.

The charity has applied Update Bulletin 1 as published on 2nd February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

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

(b) Funds

In the Statement of Financial Activities, funds are classified as either restricted funds or unrestricted funds; defined as follows:

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

(c) Income recognition

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

(d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Expenditure on charitable activities includes production expenditure; and
- Other expenditure represents those items not falling into the category above.

Notes to the Financial Statements (continued)

(e) Support costs allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs and premises costs. They are incurred directly in support of expenditure on the objects of the charity.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

(f) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(g) Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

(h) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

(i) Judgements and key sources of estimation uncertainty

The trustees do not feel there are any material judgements or key sources of estimation uncertainty in these accounts.

(j) Tangible assets

Tangible assets are initially recorded at cost, and are subsequently stated at cost less any accumulated depreciation and impairment losses.

(k) Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures, fittings & equipment – 15% reducing balance

If there is an indication that there has been a significant change in depreciation rate, useful life or residual value of tangible assets, the depreciation is revised prospectively to reflect the new estimates.

Notes to the Financial Statements (continued)

(i) Impairment

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date. When it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that are largely independent of the cash inflows from other assets or groups of assets.

2. Limited by guarantee

The company is limited by guarantee, and the liability of its members is limited to £1, in the event of the winding up or dissolution of the company.

3. Tangible fixed assets

	FF & Equipment £	Total £
Cost		
At 1 April 2022	49,340	49,340
Additions	6,301	6,301
Grants	(6,301)	(6,301)
At 31 March 2023	49,340	49,340
Depreciation		
At 1 April 2022	43,209	43,209
Charge for the year	1,226	1,226
At 31 March 2023	44,435	44,435

Carrying amount
At 31 March 2023

4,905	4,905
6,131	6,131

At 31 March 2022

4. Debtors

	2023 £	2022 £
Trade debtors	23,564	14,466
Other debtors	-	86,791
	23,564	101,257

Notes to the Financial Statements (continued)

5. Creditors: amounts falling due within one year

	2023	2022
Bank loans and overdrafts	£ 5,151	£ 15,659
Trade creditors	741	991
Other creditors	9,083	9,674
	<u>14,975</u>	<u>26,324</u>

6. Analysis of expenditure on generating activities

	Activities undertaken directly £	Support costs £	Total £
Purchases	15,121	-	15,121
	<u>15,121</u>	<u>-</u>	<u>15,121</u>

All costs were attributable to unrestricted funds.

7. Analysis of expenditure on charitable activities

	Activities undertaken directly £	Support costs £	Total £
Wages and salaries	215,102	-	215,102
Pension contributions	16,090	-	16,090
Rent	-	25,545	25,545
Rates	-	-	-
Insurance	-	3,821	3,821
Operating lease – equipment	4,363	-	4,363
Light and heat	-	8,220	8,220
Computer costs	979	-	979
Repairs and maintenance	-	-	-
Telephone	-	3,761	3,761
Staff travelling	3,360	-	3,360
Staff training	47	-	47
Bank charges	-	820	820
General expenses	-	111	111
Printing, postage & stationery	-	-	-
Depreciation	-	1,226	1,226
	<u>239,941</u>	<u>43,504</u>	<u>283,445</u>

Staff costs such as wages, pension, staff travelling and training were all attributable to restricted funds.
All other costs were attributable to unrestricted funds.

Notes to the Financial Statements (continued)

8. Analysis of expenditure on governance costs

	Activities undertaken directly £	Support costs	Total £
Accountancy fees	-	924	924
		924	924

All costs were attributable to unrestricted funds.

9. Trustees' and key management personnel remuneration and expenses

The trustees neither received nor waived any remuneration during the year (2022: £Nil).

The trustees did not have any expenses reimbursed during the year (2022 - £Nil).

10. Fund reconciliation

	Balance at 1st April 2022 £	Income £	Expenditure £	Applicable Carers £	Balance at 31st March 2023 £
Unrestricted	13,002	83,541	(66,891)	(4,806)	24,846
Restricted	80,210	262,158	(234,599)	(107,769)	-
	93,212	345,699	(301,490)	(112,575)	24,846