

Parents' Education as Autism Therapists

Trustees' report and financial statements
for the year ended
31 December 2018

Charity No: NIC101545 (Northern Ireland)

HM Revenue and Customs Charity No: XP24761

Contents

	Page (s)
Management committee and advisors	1
Trustees' report	2 – 3
Independent auditors' report	4 – 6
Statement of Financial Activities and Statement of Comprehensive Income	7
Statement of Financial Position	8
Statement of Cash Flows	9
Statement of Changes in Equity	10
Notes to the financial statements	11 – 15

Management committee and advisors

Management Committee

Dr. Stephen Gallagher	Chairperson
Prof. Tony Byrne	Treasurer
Olivia Briggs	Committee members
Emma Murphy	
Daniel Diamond	
Scott Graham	

Registered Auditors

ASM (M) Ltd
Chartered Accountants
Diamond Centre
Market Street
Magherafelt

Registered Office

385 Springfield Road
Belfast

Bankers

First Trust Limited
322 Antrim Road
Glengormley

Trustees' report

The Trustees presents its report and the audited financial statements for the year ended 31 December 2018.

Constitution and objectives

The Association, which is recognised as a charity in Northern Ireland, is operated under the rules of its constitution dated 6 December 1997. The management of the Association is the responsibility of its Trustees who are elected and co-opted under the terms of the constitution.

Principal policies to achieve objectives

The Association is established to help and support children and adults suffering from autism and other related communication and behavioral disorders, and to help the families and carers of such people.

Taxation

The Association is registered with HM Revenue & Customs as a charitable body for taxation purposes (HM Revenue & Customs Charity Number XR24761).

Trustees

The Trustees at 31 December 2018, who have all been Trustees for the whole of the year ended on that date, are listed on page 1.

Commentary on the financial statements

Financial statements presentation

The Association's financial statements have been presented in the format set out as best practice by the Statement of Recommended Practice ("SORP") "Accounting by Charities" issued by the Charity Commissioners in England and Wales.

The Statement of Financial Activities ("SOFA") set out on page 7, focuses on showing the total incoming resources, both revenue and capital, which have been made available to the Association during the year and the way in which those resources have been used, whether as direct charitable expenditure in carrying out and supporting the Association's community driven activities, or in the management and administration of the Association itself. The SOFA also shows those incoming resources for the year received from sources which place restrictions on the way in which the Association can use the funds, and the level of incoming resources that can be used by the Association without restriction, within the Association's charitable objects.

Financial results and the funding of future work

Both the level of activities and the year end financial position were considered satisfactory given the Association's objectives and the Trustees expect that this level of activity will be sustained for the foreseeable future.

The Statement of Financial Activities shows a net increase in restricted funds of £18,785 and a net decrease in unrestricted funds of £45,769.

Trustees' report

Expenditure on equipment

The movements in fixed assets during the year are set out in note 6 to the financial statements.

Reserves

The Association had net assets of £33,726 at 31 December 2018.

Trustees' responsibilities

From the constitution the members must comply with their obligations with regard to:

- ◆ the keeping of accounting records of the Association; and
- ◆ the preparation of annual statements of account for the Association.

Internal financial control

The Trustees have overall responsibility for ensuring that the Association has in place an appropriate system of controls, financial and otherwise, to provide reasonable assurance that:

- ◆ the Association is operating efficiently and effectively;
- ◆ its assets are safeguarded against unauthorised use or disposition;
- ◆ proper records are maintained and financial information used within the Association or for publication is reliable; and
- ◆ the Association complies with relevant laws and regulations.

The Association's systems of financial control are designed to provide reasonable, but not absolute, assurance against material mis-statement or loss.

Statement of disclosure to auditors

So far as the Trustees are aware, there is no relevant audit information of which the Association's auditors are unaware. Additionally, the Trustees have taken all the necessary steps it ought to have taken as the Trustees in order to make themselves aware of all relevant audit information and to establish that the Association's auditors are aware of that information.

Auditors

A resolution to reappoint the auditors, ASM (M) Ltd, will be proposed at the annual general meeting.

By Order of the Board



Dr. S. Gallagher
Chairperson

9 October 2019

Independent auditors' report to the Trustees of Parents' Education as Autism Therapists

Opinion

We have audited the financial statements of Parents' Education as Autism Therapists for the year ended 31 December 2018 which comprise the Statement of Financial Activities and Comprehensive Income, the Statement of Financial Position, the Statement of Cash Flows, the Statement of Changes in Equity and notes to the financial statements, including a summary of 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 Association's affairs as at 31 December 2018 and of its deficit for the year then ended; and
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice.

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 Association 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

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees' have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Association's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Independent auditors' report to the Trustees of Parents' Education as Autism Therapists

Other information

The other information comprises the information included in the Trustees' Report, other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information. 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. In connection with our audit of the financial statements, 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 audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the Association and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters, in our opinion:

- adequate accounting records have not been kept by the Association, 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
- we have not received all the information and explanations we require for our audit.

Responsibilities of Committee members

The Trustees 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 Association'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 have no realistic alternative but to do so.

Independent auditors' report to the Trustees of Parents' Education as Autism Therapists

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.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: 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 Trustees, as a body. Our audit work has been undertaken so that we might state to the Trustees 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 Association and the Trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Michael McAllister (Senior Statutory Auditor)

For and on behalf of:

**ASM (M) Ltd
Chartered Accountants and Statutory Auditors
The Diamond Centre
Market Street
Magherafelt**

9 October 2019

Statement of Financial Activities and Statement of Comprehensive Income

	Notes	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
Incoming resources					
Donations		25,473	-	25,473	12,339
Activities to further the Charity's objects		79,349	20,443	99,792	168,593
Total incoming resources	1	<u>104,822</u>	<u>20,443</u>	<u>125,265</u>	<u>180,932</u>
Resources expended					
Costs of generating funds					
Fundraising and publicity		1,369	-	1,369	1,031
Charitable expenditure					
Management and administration		18,003	-	18,003	24,850
Direct charitable expenditure		131,219	1,658	132,877	162,653
Total resources expended	2	<u>150,591</u>	<u>1,658</u>	<u>152,249</u>	<u>188,534</u>
Net movement in funds		(45,769)	18,785	(26,984)	(7,602)
Other comprehensive income for the year		-	-	-	-
Total comprehensive income for the year		<u>(45,769)</u>	<u>18,785</u>	<u>(26,984)</u>	<u>(7,602)</u>
Reconciliation of movement in funds					
At 1 January 2018		48,833	13,020	61,853	69,455
Net movement in funds for the year		(45,769)	18,785	(26,984)	(7,602)
At 31 December 2018		<u>3,064</u>	<u>31,805</u>	<u>34,869</u>	<u>61,853</u>

All amounts above relate to continuing operations of the Association.

There is no difference between the net movement in funds for the year stated above and their historical cost equivalents.

Statement of Financial Position

	Note	2018	2017
	s	£	£
Fixed assets			
Property, plant and equipment	6	<u>293</u>	<u>700</u>
Current assets			
Trade receivables	7	5,038	4,515
Cash at bank and in hand		<u>33,152</u>	<u>61,628</u>
		<u>38,190</u>	<u>66,143</u>
Creditors: amounts falling due within one year	8	<u>3,614</u>	<u>4,990</u>
Net current assets		<u>34,576</u>	<u>61,153</u>
Net assets		<u><u>34,869</u></u>	<u><u>61,853</u></u>
Funds employed			
Unrestricted funds		3,064	49,287
Restricted funds		<u>31,805</u>	<u>12,566</u>
		<u><u>34,869</u></u>	<u><u>61,853</u></u>

The financial statements on pages 7 to 15 were approved and authorised for issue by the Trustees on 9 October 2019 and were signed on its behalf by:



Dr. S. Gallagher
 Chairperson

Prof. T. Byrne
 Treasurer

Registration Number: XR24761

The notes on pages 11 to 15 form part of these financial statements

Statement of Cash Flows

	2018 £	2017 £
Net cash inflow from operating activities	<u>(28,476)</u>	<u>(40,740)</u>
Returns on investments and servicing of finance		
Interest paid	-	-
Net cash inflow/(outflow) for returns on investments and servicing of finance	<u>-</u>	<u>-</u>
Capital expenditure		
Purchase of property, plant and equipment	-	(186)
Net cash outflow for capital expenditure	<u>-</u>	<u>(186)</u>
Financing		
Bank loan repayments	-	-
Net cash outflow for financing	<u>-</u>	<u>-</u>
Increase/(decrease) in cash and cash equivalents	<u>(28,476)</u>	<u>(40,926)</u>

Reconciliation of operating profit to net cash inflow from operating activities

	2018 £	2017 £
Operating surplus/(deficit)	(26,984)	(7,602)
Depreciation on property, plant and equipment	407	540
(Increase)/decrease in other debtors and prepayments	(522)	(84)
Increase/(decrease) in trade creditors	1	(1,403)
Increase/(decrease) in other taxation and social security	(856)	(378)
Increase/(decrease) in other creditors and accruals	(522)	(31,813)
Net cash inflow/(outflow) from operating activities	<u>(28,476)</u>	<u>(40,740)</u>

Analysis of changes in net debt

	2018 £	2017 £
Opening balance	61,628	102,554
Net cash flow	<u>(28,476)</u>	<u>(40,926)</u>
Closing balance	<u>33,152</u>	<u>61,628</u>

	2018 £	2017 £	Change in year £
Analysis of balances			
Cash at bank and in hand	33,152	61,628	(28,476)
Bank overdraft	-	-	-
	<u>33,152</u>	<u>61,628</u>	<u>(28,476)</u>

The notes on pages 11 to 15 form part of these financial statements

Statement of Changes in Equity

	Unrestricted funds £	Restricted funds	Other reserves £	Total £
At 1 January 2017	14,793	54,662	-	69,455
Total comprehensive income for the year	34,040	(41,642)	-	(7,602)
At 31 December 2017	48,833	13,020	-	61,853
Total comprehensive income for the year	(45,769)	18,785	-	(26,984)
At 31 December 2018	3,064	31,805	-	34,869

The notes on pages 11 to 15 form part of these financial statements

Notes to the financial statements

1. Principal accounting policies

The financial statements have been prepared in accordance with applicable Accounting Standards in the United Kingdom. A summary of the more important accounting policies, which have been consistently applied, is set out below.

Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2018) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

Going concern

The Association generated a deficit during the year ended 31 December 2018 but at that date the Association's assets exceeded its liabilities.

The ability of the Association to continue as a going concern is dependent on the continued support of funding bodies and donations from the general public.

After making enquiries, the Trustees have a reasonable expectation that the Association has adequate resources to continue in operational existence for the foreseeable future. Accordingly they continue to adopt the going concern basis in preparing the Trustees' Report and the financial statements.

Judgement and key sources of estimation uncertainty

Preparation of the financial statements requires management to make significant judgements and estimates. The items in the financial statements where these judgments and estimates have been made are summarised below.

Property, Plant and Equipment

Property, plant and equipment is stated at its purchase cost, net of depreciation and any provision for impairment.

Depreciation is calculated so as to write off the costs of property, plant and equipment, less their estimated residual values, on a straight line basis over the expected useful economic lives of the assets concerned, except as noted below. The principal annual rates used for this purpose are as follows:

	%
Office equipment	20

Notes to the financial statements

Key accounting policies

Income

All incoming resources are recognised in the Statement of Financial Activities when the conditions for receipt have been met and there is reasonable assurance of receipt. When an incoming resource relating to a future accounting period is received, the amount is treated as deferred income and it is included within creditors in the statement of Financial Position.

Capital grants

Prior to adoption of the SORP, grants specifically for capital expenditure were credited to a deferred credit account and released to income and expenditure over the expected useful lives of the related assets.

In accordance with the SORP, capital grants receivable are recognised immediately in the Statement of Financial Activities unless they are restricted to future accounting periods or may become repayable under the terms attached.

Funds

Parents' Education as Autism Therapists has various types of funds for which it is responsible and which require separate disclosure. These are as follows:

- ◆ restricted income funds: income which is earmarked by the donor for specific purposes. Such purposes are within the overall aims of the Association; and
- ◆ unrestricted funds: funds which are expendable at the discretion of the Trustees in furtherance of the objects of the Association. In addition to expenditure on transport provision, such funds may be held in order to finance capital investment and working capital.

Management and administration costs

Management and administration costs relate to the costs of running the Association, such as the costs of meetings, audit and statutory compliance and include any costs which cannot be specifically identified to another expenditure classification.

Deferred income

Deferred income relates to incoming resources in the current year which are specifically to fund activities in future accounting periods.

Notes to the financial statements

2. Analysis of total resources expended

	Staff costs	Depreciation	Other costs	Total 2018	Total 2017
	£	£	£	£	£
Fundraising and publicity	-	-	1,539	1,369	1,031
Management and administration	-	407	17,596	18,003	24,850
Direct programme expenditure	113,708	-	19,169	132,877	162,653
	<u>113,708</u>	<u>407</u>	<u>38,304</u>	<u>152,249</u>	<u>188,534</u>

3. Employee information

The average weekly number of persons employed by the Association during the year was:

	2018 Number	2017 Number
By activity		
Administration	2	2
Direct programme management	3	3
	<u>5</u>	<u>5</u>
	2018	2017
	£	£
Staff costs (for the above persons)		
Wages and salaries	100,692	115,667
Social security costs	5,518	10,642
Other pension costs	7,498	9,437
	<u>113,708</u>	<u>135,746</u>

4. Net movement in funds

	2018 £	2017 £
Net movement in funds is stated after charging:		
Depreciation charge for the year:		
Property, plant and equipment- owned fixed assets	407	540
Auditors' remuneration	1,200	1,200
	<u>1,200</u>	<u>1,200</u>

5. Taxation

No provision for taxation is required as the Association has charitable status approved by the HM Revenue & Customs.

Notes to the financial statements

6. Property, plant and equipment

	Office equipment £	Total £
Cost		
At 1 January 2018	14,722	14,722
Additions	-	-
Disposals	-	-
At 31 December 2018	<u>14,722</u>	<u>14,722</u>
Depreciation		
At 1 January 2018	14,022	14,022
Charge for the year	407	407
Disposals	-	-
At 31 December 2018	<u>14,429</u>	<u>14,429</u>
Net book value		
At 31 December 2018	<u>293</u>	<u>293</u>
At 31 December 2017	<u>700</u>	<u>700</u>

7. Trade receivables

	2018 £	2017 £
Amounts falling due within one year		
Other debtors	4,954	4,431
Prepayment	84	84
	<u>5,038</u>	<u>4,515</u>

8. Creditors: amounts falling due within one year

	2018 £	2017 £
Accruals	1,925	2,445
Payroll taxes	1,689	2,545
	<u>3,614</u>	<u>4,990</u>

9. Capital commitments

The Association had no capital commitments at 31 December 2018 or at 31 December 2017.

10. Contingent liabilities

A contingent liability exists to repay grants received should certain conditions not be fulfilled by the Association. In the opinion of the Trustees the terms of the letters of offer have been complied with and a liability is not expected to arise.

The Association had no other contingent liabilities at 31 December 2018 or at 31 December 2017.

Notes to the financial statements

11. Ultimate controlling party

There is no ultimate controlling party.