

**The Trustees' Annual Report (incorporating a Report of the Directors) and  
Unaudited Financial Statements for the Year Ended 31 December 2021  
For  
KINGSLEY ORGANISATION LTD**

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KINGSLEY ORGANISATION LTD  
THE TRUSTEES' ANNUAL REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2021

The Trustees, who are also Directors for the purposes of Company Law, present their report with the Financial Statements of the Charity for the year ended 31 December 2021. The Trustees have adopted the provisions of 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 (FRS102) issued October 2019.

**Reference and administrative details**

CHAIR:	S.Dent
VICE CHAIR:	J.Leslie-Smith
TRUSTEES:	M.Evans-Shoenauer
	L.Paine
	D. Soutter (appointed 11 May 2021)
	S. Woods
REGISTERED OFFICE AND PRINCIPAL OFFICE:	Kingsley Centre Forge Road Kingsley Bordon Hampshire GU35 9ND
REGISTERED COMPANY NUMBER:	2160510 (England and Wales)
REGISTERED CHARITY NUMBER:	297648

INDEPENDENT EXAMINER:

B20 Ltd  
Chartered Certified Accountants  
Charwell House  
Wilsom Road  
Alton  
Hampshire, GU34 2PP

BANKERS:

Cooperative Bank  
PO BOX 250  
Delf House  
Southway  
Skelmersdale  
WN8 6WT

Santander  
Bootle  
Merseyside  
L30 4GB

CHIEF EXECUTIVE:

H. Dayson (resigned 1 April 2021)  
G. Willis (appointed 1 January 2021,  
resigned 31 October 2021)

TRADING SUBSIDIARY:

Kingsley Organisation Enterprises CIC  
Company Number: 07576007 (England and Wales)  
Registered Office and Principal Office:  
Kingsley Centre, Forge Road, Kingsley,  
Bordon, GU35 9ND

## **Message from the Chair**

My message from last year stated that it was “extraordinary times” and I think I can say that this continued for us as an organisation during 2021, as well as for the community, and even world-wide.

It is hard to remember we were in our third lockdown at the beginning of 2021, and over the months we were able to open up tentatively at first, gradually encouraging more social contact, and participants coming back to access our services. In London our group was able to continue to meet at their base in Islington, and in Reading services continued in various suitable community spaces. This was after we had been zooming, calling, playing games and joining in with quizzes via zoom to keep everyone connected.

The staff teams in all three of our centres were very supportive and adaptable to keep everything going. The whole team worked very hard during this year. It was also the year when our CEO of many years Helen Dayson retired, and her replacement also resigned due to a family move.

So change and adapting quickly to changing circumstances were extremely important. The Senior Management team took the helm supported by the Trustees, and together have steered the Organisation through these challenging months. As you will see from reading the 2021 review, the participants and supported volunteers were all very happy to return to be with their friends, to be able to socialise again, and have the support of their peers and staff teams. Their parents and carers have also expressed their gratitude for the continued contact we provided during the past months.

I would like to thank everyone for continuing to work creatively to ensure the Kingsley Organisation is still very much on route to new adventures and opportunities in the future.

**Stefani Dent**  
**Chair of Trustees**

## **Kingsley Organisation**

### **Chair's Review of 2021**

This year began with our third lockdown of the Covid Pandemic, including remote services, social distancing and the use of PPE and screens.

Our CEO for many years, Helen Dayson retired, leaving us after working very hard to lead good practice within the Kingsley Organisation, illustrated by our continued excellent attendance rates on zoom or in person, when we were able, despite the Pandemic. Graeme Willis took the helm as CEO from Helen, but resigned and left us in October, as his family were relocating.

Chainreaction services continued remotely for the first part of the year, with participants returning in April to the Kingsley Centre, while Camden and Reading were able to work face to face sooner in the community.

During Covid, and afterwards, closer contact with carers and parents, enabled better relationships with them for our staff, which we would not have had previously. This has allowed staff to work more effectively with participants and supported volunteers.

Later in the year we had another retirement, Jill Trout, who had spent many years fundraising for the Organisation.

Our Information Technology and phone systems, with the support of Tier One, continued to be updated at speed to support our services through the pandemic.

### **Kingsley Centre**

We continued to experience a gradual opening up at the Centre, with participants and supported volunteers returning, as well as a new nursery starting in our Main Hall, and an extension of our shop opening hours bringing in people from the village. The Centre became more lively, with the introduction of more people into the building, and the atmosphere began to change to be more positive and energised.

## **Chainreaction at Kingsley Centre**

Early in the year we had returned to remote services. Activity packs sent out for participants, alongside our weekly phone calls, kept everyone in contact and was greatly appreciated by participants. We sent out activity packs at Easter, and sunflower seeds to everyone, encouraging a competition. Lego challenges also became a regular feature. April saw participants gradually returning to the building with more returning by August.

Funding, and the management of this was an issue and a worry. However, Hampshire social services supported us very well, whilst we were also able to access several government funded grants. East Hampshire District Council in association with Ahmadiyya Muslim Elders Association, organise an annual fundraising Walk for Peace. In 2021 because of Covid, we managed to accomplish this locally in the village.

We recruited a new Team Leader who started in December, who will support the Chainreaction staff team so that we can begin expanding again into new areas of experience for our participants.

Participants and staff tentatively began to look ahead, whilst still not being able to venture out, but ideas for planning different activities began.

## **Supported Volunteering**

April saw supported volunteers returning alongside Chainreaction participants, but with social distancing still in place. They all came together for our group therapeutic session, followed by activities which they chose. These included sorting the post, washing up, and much sanitising of door handles and light switches, as well as other tasks within the Centre. Both supported volunteers and Chainreaction participants were very happy to be back as a group, and being able to socialise and support each other. Supported volunteers have benefitted from the extra therapeutic input, with the result that we are considering continuing this practice for the future.

## **Leisure Services**

Our Leisure Services groups continued on zoom providing many different activities and continuing to encourage social contact.

## **Community Services at the Kingsley Centre**

The shop and Post Office opened as much as possible. With food banks in mind, we collected items that are collected by the Headley Food Bank, which covers the Kingsley area. During the year we were able to extend the shop hours to 5 days a week (Monday to Friday) 8am until 6pm.

After the closure of the long standing Montessori Nursery based in our Main Hall, we were pleased to welcome a new Nursery School, Dottie Tots in September.

The Parish Council were keen to start up their Village Forum again, and organised a successful meeting encouraging members of the community to share information about the many groups and businesses in Kingsley, including ourselves! Many were surprised at how much goes on in the Centre.

## **Parent and Carers Group**

For much of this time, the Parent and Carers group continued to meet, but on zoom. Andrea Fitzpatrick from Mind joined the meetings towards the end of January, offering to signpost participants to any support that might be relevant. Subjects discussed in the group including coping with Covid, being at home, effects on routines, and feelings of frustration. Issues around access to vaccinations and medication were shared, as were the stress levels shared by all. PIPs and continuing benefits issues were also areas of concern.

Towards the end of the year the group was able to meet back in the Centre, and they expressed that they were glad to be back in the building, face to face as a group.

## **Chainreaction in Reading**

During the months of Covid, Reading staff visited participants in the community as much as possible. Then, despite council properties continuing to be closed, a small building was found for the group to meet in.

However, it was a difficult space to use, and the county could not guarantee when more suitable buildings would be available, so because of that as well as a couple of other difficult issues, the sad decision was made to close Chainreaction in Reading at the end of September. The group visited Kingsley Centre for a socially distanced farewell BBQ.



## **Chainreaction in Town – Camden**

Our Chainreaction services in London were building based throughout the lockdown in place in early 2021. The group enjoyed being together and taking part in activities. More interaction in the community is being planned for the future.

Following the resignation of our CEO, our Camden based manager began working at the Kingsley Centre on Tuesdays, ensuring that they continued to be an active part of the Organisation. Managers from Kingsley Centre visited Camden to ensure that the staff team were supported as well as the participants.

## **Summary of 2021 Achievements**

Despite Covid, and because of Covid, we discovered that we are a very adaptable Organisation with a very flexible staff team with many hidden talents which were allowed to surface in the quickly changing circumstances of 2021.

Most important of all, we re-opened all three of our Centres, as restrictions eased, and were able to welcome most participants back. We provided a safe place for participants to come and socialise with their peer group, and begin to gradually gain their independent skills back.

Group was used as a space to give participants and supported volunteers the opportunity to express their feelings, during a time of great uncertainty, and to start to think about the future again.

In Camden we continued to support participants in the community and at our building base

Our Senior Management Team took on many extra responsibilities to keep the Organisation running in its excellent form, and grew in confidence as a team, to keep our services running to support our participants.

The Kingsley Organisation were able to work in a very creative way, enabling support of those who attend, by zoom when necessary, and also providing a service to the local community in Kingsley.

The Kingsley Organisation throughout the year, continued to be an important part of the lives of disabled people and their parents or carers.

## Trustees Report

### Structure, Governance and Management

The Organisation is a registered charity and a company limited by the guarantee of the members, first incorporated in 1987. It is governed by its Articles of Association as filed at Companies House.

The Trustees have the power to appoint new Trustees. Prospective Trustees are given papers, which include guidance on trusteeship, the governing document, the annual accounts and reports and other documents describing the activities of the Charity. They are invited to attend at least three Board meetings as observers before joining. Prospective Trustees are interviewed and the Organisation undertakes verification checks, which include a DBS Enhanced Disclosure and Trustees declaring that they are eligible under Charity Commission guidelines and can pass the HMRC fit and proper persons test.

The Trustees meet as required, normally every month, to discuss matters of strategy and policy. Day to day management of the Organisation is delegated a Senior Management Team.

The Charity set up a trading subsidiary, Kingsley Organisation Enterprises CIC, in March 2011 to run the Village Shop based at Kingsley Centre. It was first set up as a Company Limited by Shares, but this was converted into a Community Interest Company Limited by Shares in April 2012. Kingsley Organisation is its sole shareholder and is donated all surplus profit.

We also have an Advisory Board. This is made up of stakeholders including representatives for participants, parents and carers, volunteers, Trustees, staff and community users. It reports to the Board of Trustees and the Senior Managers and has a remit for reviewing disability operations, service development, quality standards, monitoring and evaluation, and safeguarding.

#### **Our public benefit statement**

The Trustees comply with their duty to have due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant. This includes when making decisions and planning the activities of the Organisation.

There are identifiable benefits to the public in all our activities for both disabled people and the wider community. These are reported on throughout our Annual Report.

## Our aims and objectives

### Our Mission Statement

At Kingsley Organisation we support disabled adults to pursue their ambitions by valuing each person as an individual and enabling opportunities and choice

The Kingsley Organisation is a charity, established in 1987, with the aim of supporting disabled adults to fulfil their potential. We recognise the importance of independence, choice and control and for over 30 years have been developing therapeutic and person-centred approaches that underpin a range of innovative support, training and personal development programmes.

Valuing individual uniqueness and diversity, we base our programmes in community settings with the aim of promoting inclusion, challenging stereotypes and breaking down barriers.

The Organisation's registered office, the Kingsley Centre is an established community venue. The Centre has a village shop, Post Office, café, and a variety of activities delivered with the involvement of our disabled participants and volunteers.

We provide the majority of our programmes for disabled people at the Kingsley Centre, located in the village of Kingsley, in North East Hampshire. We also provide support for disabled people in Camden.

### Purposes of the Charity

The purposes of the charity as set out in its Objects contained in the Companies Articles of Association are

'to advance the education of disabled people by the establishment of Centres at which they may learn, or otherwise to provide opportunities for their personal development both individually and through the provision of service to the community and in which to provide training to enable disabled people to live in so far as possible an independent life'

The Organisation has a Strategic Plan in place to ensure the long term delivery of our charitable purposes. The Strategy is achieved through our Business Plan, which is written annually and reviewed regularly by the Trustees. The Business Plan sets out the objectives for the year and the activities the Organisation will undertake to achieve them.

## Our activities

The Organisation's activities are designed in detail to attain our charitable purposes and are reviewed annually. These activities include, Chainreaction, Supported Volunteering Programme, Independent Living Project, Shine and Friends Forever leisure groups, Parents and Carers Support, and provision of a village shop, Post Office, café and community activities at Kingsley Centre.

**Chainreaction** provides disabled people the opportunity to explore their own personal development, increasing confidence and independence. Participants are encouraged to explore their experiences, their hopes and fears and their aspirations for the future.

Participants access a therapeutic group, one to one mentoring, peer support and a programme of both practical and therapeutic activities. There are opportunities to develop independent living skills and support to improve health and wellbeing.

Chainreaction is held in community based venues and we work in small groups and staffing levels are high so that each participant can be supported as appropriate. We are currently operating in Camden and Reading three days a week and at the Kingsley Centre in Hampshire five days a week.

Volunteers make up an important part of the team, both supporting participants and undertaking administration tasks. We also provide work experience for students from nearby schools and colleges. We have provided placements for university social work students.

The **Supported Volunteering Programme** provides a 'world of work experience' for disabled people wanting to build their self-confidence and employability skills.

The programme enables disabled people to take up a variety of volunteering roles at the Kingsley Centre including in our village shop, café, Post Office, reception desk, administration, housekeeping, gardening, maintenance and supporting people in our Chainreaction service. We also support volunteers to take up roles within our London based Chainreaction service.

Volunteers have a bespoke learning development plan and access to one to one mentoring and can be supported to move into external work experience and eventually paid employment.

Often similar services are time limited, however we recognise that disabled people learn and acquire skills at different paces and in different ways and our Programme allows people space to develop.

**Friends Forever and Shine** are both leisure services for disabled people at Kingsley Centre

Friends Forever was set up to meet the leisure expectations of a group of disabled people who wanted to have the opportunity to make and maintain friendships and widen their horizons. Shine was named and led by a group of disabled people who wanted to socialise and have fun.

Post Covid the services continued remotely. In 2022 we paused both groups due to issues with funding and staffing. We will ensure this remains under review and we hope to find a sustainable way to meet this need in the near future.

**Parent and Carers Support Group.** The inspiration for the Kingsley Centre was that of a parent carer who wanted more for her disabled daughter and who did not recognise the meaning of 'impossible'. Therefore we have always acknowledged the role of parent carer, and the benefits to both themselves and to the disabled person they support, if they can access advice and guidance.

It is an opportunity to meet other parent carers, share experiences and learn from each other. Sometimes speakers are invited to talk on a subject identified by group members. Members of the group receive support to challenge areas of health and social care which are causing concern.

The group is open to any parent carer in the local area who feels they would benefit from meeting others in a similar situation and who are looking for support and information.

The **Independent Living Project** offers disabled people the opportunity to try out living on their own, define their own support needs and discover their own preferences for living.

We can provide tenancy support, advice and life skills development.

The **Kingsley Centre** is where we were first established ourselves in 1987 as a unique place offering personal development for disabled people, alongside community development for the local people, in an inclusive and enabling environment.

As well as the base for the majority of our activities for disabled people, the Kingsley Centre is an established community venue. The Centre has a village shop, Post Office, café, and a variety of activities delivered with the involvement of our disabled participants and volunteers.

## **Volunteering**

Volunteers bring much added value to the Organisation and without them we would not be able to provide the services that we do. Volunteering also offers personal development opportunities that help us meet our charitable Objects.

Volunteers work in all areas of our Organisation, including our services for disabled people, café, Post Office, shop, gardening, room hire and catering, housekeeping, maintenance, administration, reception work, finance, IT, fundraising and governance.

We also have students from nearby schools and colleges gaining work experience in a variety of roles.

Our Supported Volunteering Programme offers people any additional personal support required for them to access volunteering and offers word of work training and experience.

Prior to Covid we had up to 50 volunteers, including Trustees, working across the Organisation, we estimated that they were the equivalent of 6 full time members of staff. Since Covid we still have Trustees and our supported volunteers. The opportunities we have been able to provide in other areas, such as fundraising have reduced. Building these opportunities back up is an important part of our recovery plans.

## **Staffing**

We had 28 members of staff in total during 2021. 8 were full-time and 20 were part-time, 2 of which were casual workers.

Taking into account those who left and joined us part way through the year and the different hours people work, we had a full time equivalent of 13.52 members of staff during 2021.

We did have to make redundancies during 2021, due to the closure of our Chainreaction service based in Reading.

## **Report from Kingsley Organisation Enterprises CIC**

Kingsley Organisation Enterprises CIC was set up in March 2011 as the direct result of a Joint Venture Agreement between Kingsley Organisation Ltd and The Southern Cooperative, which had the vision of developing our existing village shop to provide realistic retail training for disabled people and a much needed enhanced service to the local rural community.

We received a grant of £20,000 from Hampshire County Council and Seeda towards the costs of improvements and The Co-operative refitted our shop with new shelving, refrigeration units, till, ordering systems, CCTV and stock. Co-operative staff temporarily managed the shop to get systems in place and turnover to a good level. The official opening of our new look shop took place on Saturday 6 November 2010. Our Joint Venture Agreement with The Southern Co-operative continued until October 2011, when we successfully took back the management of our shop.

In 2017 Kingsley Organisation Ltd received a Hampshire County Council Rural Communities Grant to pay for a retail business consultant to look at our shop and make recommendations with a view to increasing our turnover and becoming more sustainable. Arising from this process we decided to make some changes to our shop and in 2019 The Southern Cooperative worked with us to renovate our shop once again. Renovations included changing the layout, increasing the area we have for displaying ambient goods and making the till and entrance area more customer friendly. A new back office area was creating enabling staff to better manage ordering and stock control. This was fully funded and project managed by The Southern Cooperative.

During 2021 the CIC employed one person to undertake financial administration. Additional input, including a customer service assistant, management and support of our volunteers is provided by staff employed by Kingsley Organisation.

The shop is vital to our charitable activities, creating meaningful opportunities for our supported volunteers to gain retail skills and work experience. We are providing a thriving village shop for local people and this is important to the community setting we have created at Kingsley Centre. A community setting that is a core part of the delivery of our disability services and the positive outcomes people have achieved.

### **Our main objectives in 2021 and what we achieved**

Our main objectives for 2021 were to maintain and develop our current disability and community services. This involved a recovery plan as we emerged from Covid-19 restrictions. Including re-establishing our building based disability services, particularly our provision of supported volunteering opportunities at the Kingsley Centre. Also reintroducing regular community use of our rooms and rebuilding the opening hours of our Shop and Post Office. We also planned to take a renewed look at our marketing and promotion and to continue improvements to our IT systems

At the beginning of 2021 we found ourselves in another Covid-19 lockdown. This meant that at Kingsley Centre we were back to providing remote and community services for our participants and supported volunteers.

We knew after our experiences during 2020 that we had to remain flexible to ensure to we could continue to face the challenges of Covid-19 and meet the needs of our beneficiaries. However, it also meant that our recovery plans had to change and in many cases be delayed.

At the Kingsley Centre we were able to extend the opening hours of our shop and open up our community spaces to a nursery school. Our supported volunteers were able to undertake their front facing roles in the shop and reception. Our Participants across our three sites were able to move more freely around the buildings in which they were based as we took down screens and were able to relax some of our social distancing measures.

Please see our Chairs of Trustees Review of 2021 on page 5 of this report for more about our achievements.

## **2021 Financial Review**

The Charity's Reserves policy is to aim to have reserves in the band of 20 to 22.5% of annual expenditure. Our reserves at the beginning of 2021 were at 25.7% of expenditure. As we emerge from Covid-19 there is some additional uncertainty about our projected levels of fee income and our cash flow forecast currently predicts that our reserves will reduce, but this will remain under regular review.

The financial management policies include the approval by the Trustees of a budget for the next year, presented by the Senior Management Team in the Autumn. Expenditure for each year is set through the budget approval process. Each of our services is set budgets covering all areas of operation. These budgets are based on models developed from previous years' expenditure. Expenditure is reviewed quarterly, with comparisons to the budget and explanations as necessary by the Senior Management Team.

The financial position of the Charity as at 31 December 2021 is shown in the Statement of Financial Position. Details of changes in the Fixed Assets are shown in the notes to the financial statements.

The principle funding sources in 2021 arose from the provision of services to Hampshire County Council, London Borough of Camden, West Berkshire Council, individuals and organisations providing individuals residential care. We also receive income from Post Office Counters Ltd for the Post Office.

During 2021 both Kingsley Organisation and Kingsley Organisation Enterprises received Government funding through the Small Business Grant Scheme and the Job Retention Scheme. We also received grants through Hampshire County Council Adult Services for Infection Control and PPE. We continue to be grateful to these organisations for their continued support through the Covid-19 pandemic.



Our services are developed and monitored to ensure that they, and our expenditure on them, meet our Charitable Objects. Monitoring takes place via the Board of Trustees, the Advisory Board, Quality Standards reviews, stakeholder forums, volunteer meetings, General and Annual General Meetings and annual service reviews

## **Fundraising Report**

Our fundraising programme includes seeking and applying for grants and donations from individuals and organisations, as well as fundraising events and activities. This income helps us meet our general running costs, as well as providing income for new projects, capital projects and allowing us to provide specific services at a free or subsidised cost. Our thanks goes to our fundraisers, grant makers and donors, who are all essential to the on-going activities of the charity.

We received grant funding in 2021 from East Hampshire District Council, Hampshire County Council, Grundons and Lloyds Bank Foundation. We received donations from Edward Gostling Foundation, Foxes Golding Society, Helen Dayson, Hampshire Centre for Independent Living, Jill Trout, Mariee Andrews, Patricia Edwards, Screwfix, The Caleb Trust, The Tongs, The Tricycle Shop and Woolmer Forest. We also received donations in memory of Christopher Butler, David King, Diana Northey, Lynn Bradley, May, and Pauline Hoare. Each year we also receive several donations from individuals and numerous smaller donations, including those through our collection boxes.

Due to Covid-19 our usual fundraising activities were largely not able to take place. Activities would normally include Jumble Sales, Bridge Days and sponsored walks, rides and runs. We have received other support including Government and Local Authority Grant schemes. We were able to take part in Ahmadiyya Muslim Elders Association annual Walk for Peace, as due to Covid each group was able to organise their own walk locally. Fundraising activities are led by members of the staff team along with volunteers. All fundraising activity is monitored by our Fundraising Sub-Committee, who ensure all activities take place within fundraising regulations and Organisational policies. We have received no complaints in regard to our fundraising activities.

## **The System and Procedures Used to Identify Major Risks**

Major risks are identified, assessed and monitored through an annual risk assessment, which is reviewed after six months. The assessment identifies risks, how they are mitigated and makes recommendations. There is a named Trustee in relation to risk management who will ensure either directly or through delegation that the annual risk assessment, monitoring and reviews are undertaken and reports submitted to the board for discussion and ratification. As an inclusive and learning Organisation risk management is also reviewed annually by the Advisory Board.

## **Factors within and outside the Charity's control regarding the achievement of Charitable Purposes**

The major factors outside of the Charity's control are changes in Local Authority policy. These include budget changes and changes to policy regarding the provision of health and social care services. Both these can affect referrals to our services.

The major factors within our control are good management and ensuring we derive best value from our resources. Involvement of participants in development and management of the services ensures that we achieve our Charitable Purposes through meeting need.

## **Our plans for future periods**

Our vision statement

"The Vision of the Kingsley Organisation is to protect and maintain our existing range of activities and centres and to maximise the use of those activities and facilities within our existing resources and capacity. This is for the benefit of all stakeholders, but for the participants in particular. In addition, in response to the rapidly changing health and social care environment, we will look for opportunities in Hampshire to extend our range of services to meet market demand as appropriate"

Our main aim for 2022 is to maintain and develop our current disability and community services and we have set several objectives including:

- Re-negotiate our fees where appropriate
- Seek to increase Chainreaction participants to pre-Covid numbers
- Look at opportunities to work with other partner organisations
- Increase our involvement with local groups and individuals
- Keep exploring ways of re-building our community provision at Kingsley Centre and implement these where we can
- To explore ways to increase our capacity in Camden



Stefani Dent Chair of Trustees



Date

**Independent Examiner's Report to the Trustees of  
KINGSLEY ORGANISATION LIMITED**

I report to the Trustees on my examination of the accounts for the Company for the year ended 31 December 2021 set out on pages twenty one to twenty four.

**Respective responsibilities of trustees and examiner**

The trustees of the Charity, and also its directors for the purposes of company law, are responsible for the preparation of the accounts. The charity's 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 required.

It is my responsibility to:

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

**Basis of the independent examiner's report**

My 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 statements below.

**Independent examiner's statement**

I have completed my examination and I confirm that I have no concerns and 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 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have 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.



MRS C S SCULL BA FCCA

B20 Limited  
Chartered Certified Accountant  
Charwell House  
Wilsom Road  
Alton  
Hampshire  
GU34 2PP

25<sup>th</sup> July 2022

**KINGSLEY ORGANISATION LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE PERIOD ENDED 31 December 2021**

		Unrestricted Funds £	Restricted Funds £	Total Funds £	2020 £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	113,770	-	113,770	106,558
Activities for generating funds	3	-	-	-	231
Investments		-	-	-	-
<b>Incoming resources from charitable activities</b>	<b>4</b>	<b>317,209</b>	<b>-</b>	<b>317,209</b>	<b>351,351</b>
<b>Other Incoming Resources</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL INCOMING RESOURCES</b>		<b>430,979</b>	<b>-</b>	<b>430,979</b>	<b>458,140</b>
<b>RESOURCES EXPENDED</b>					
<b>Costs of generating funds</b>					
Costs of generating voluntary income	5	216	-	216	216
<b>Charitable activities</b>					
General charitable activities	6	410,565	9,492	420,057	439,176
<b>Governance costs</b>	<b>7</b>	<b>4,677</b>	<b>-</b>	<b>4,677</b>	<b>5,712</b>
<b>TOTAL RESOURCES EXPENDED</b>		<b>415,458</b>	<b>9,492</b>	<b>424,950</b>	<b>445,104</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>15,521</b>	<b>(9,492)</b>	<b>6,029</b>	<b>13,036</b>
<b>Other movements in Funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>15,521</b>	<b>(9,492)</b>	<b>6,029</b>	<b>13,036</b>
<b>ADD:</b>					
<b>TOTAL FUNDS BROUGHT FORWARD</b>		<b>260,543</b>	<b>355,706</b>	<b>616,249</b>	<b>603,213</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>276,064</b>	<b>346,214</b>	<b>622,278</b>	<b>616,249</b>

The notes on pages 21 to 24 form part of these financial statements

**KINGSLEY ORGANISATION LIMITED**  
**STATEMENT OF FINANCIAL POSITION**  
**As at 31 December 2021**

		2021			2020
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible Assets	11	162,150	341,214	503,364	519,487
<b>INVESTMENT</b>					
Share in subsidiary company - KOE	12	1	-	1	1
<b>CURRENT ASSETS</b>					
Debtors	13	45,243	-	45,243	45,894
Amount owing by subsidiary company - KOE	13	34,168	-	34,168	33,157
Cash at bank and in hand		111,603	5,000	116,603	94,272
		<u>191,014</u>	<u>5,000</u>	<u>196,014</u>	<u>173,322</u>
<b>CURRENT LIABILITIES</b>					
Amounts falling due within one year					
Creditors and accrued expenses	14	19,727	-	19,727	16,566
Deferred income	15	31,918	-	31,918	33,191
		<u>51,645</u>	<u>-</u>	<u>51,645</u>	<u>49,757</u>
<b>CURRENT ASSETS LESS CURRENT LIABILITIES</b>		139,369	5,000	144,369	123,566
<b>LONG TERM LIABILITIES</b>	16	25,456	-	25,456	26,805
<b>NET ASSETS</b>		<u>276,064</u>	<u>346,214</u>	<u>622,278</u>	<u>616,249</u>
<b>FUNDS</b>					
Unrestricted funds	17	276,064	-	276,064	260,543
Restricted funds	17	-	346,214	346,214	355,706
		<u>276,064</u>	<u>346,214</u>	<u>622,278</u>	<u>616,249</u>

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its account for the year in question in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts. The accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The Financial Statements were approved by the Board of Trustees on 25th July 2022 and were signed on their behalf by:

  
Stefani Dent Chair of Trustees

**KINGSLEY ORGANISATION LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31 December 2021**

**1 ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities (FRS102) issued in October 2019.

**Incoming resources**

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable certainty.

**Resources expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to each category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its expected useful economic life:

Property improvements	- 2% p.a. straight line basis
Computer equipment	- 33% p.a. reducing balance basis
Fittings & equipment	- 20% p.a. reducing balance basis

In 2006 the basis of calculation for Computer equipment and Fittings & equipment was changed from "straight line" to "reducing balance". The Trustees believed that this more accurately reflected the expected useful lives of the assets, based on experience to date.

**Taxation**

The charity is exempt from Corporation Tax on its charitable activities.

**Fund Accounting**

Unrestricted Funds can be used in accordance with the charity's 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 specified restricted purposes.

Further explanation of the nature and purpose of each fund is included in note 18 to the financial statements, below.

**2 VOLUNTARY INCOME**

The Trustees greatly appreciate the generous grants, donations and income and sponsorships from charitable events that were received. Those received in 2021 are listed below. The totals under Notes 2 and 3 reflects voluntary income received as related to 2021 activities.

	2021	2020
	£	£
Grants and Donations	<u>113,770</u>	<u>106,558</u>

**Principle Grants and Donations received during the year:**

**Grants**

Coronavirus Small Business Grants for Kingsley Centre	10,073
East Hampshire District Council Councillors Grant	1,000
East Hampshire District Council Supporting Communities Fund	10,000
East Hampshire District Council Restart Grant	8,000
Hampshire County Council Adlut Social Care Infection Control Grants	17,338
Hampshire County Council Councillors Grant	500
Lloyds Bank Foundation	30,000

**Donations**

Anonymous	5,000
Edward Gostling Foundation	2,000
Foxes Golfing Society	500
Gift Aid claimed directly for April 2019 to March 2021	2,665
Grundons	5,000
H Dayson	700
Hampshire Centre for Independent Living	5,497
In memory of Christopher Butler	389
In memory of David King	235
In memory of Diana Northy	512
In memory of Lynn Bradley	59
In Memory of May	40
In Memory of Pauline Hoare	24
Jill Trout	1,000
M Andrews	50
P Edwards	30
Screwfix	5,000
Smaller individual donations including to our collection tins	1734
The Caleb Trust	100
The Tongs	1000
The Tricycle Shop	800
Woolmer Forest Lodge	<u>150</u>

### 3 ACTIVITIES FOR GENERATING FUNDS

	2021	2020
	£	£
Fundraising activities and events	-	231

### 4 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	2021	2020
	£	£
General charitable	317,209	351,351

The main activities generating resources during the year were as follows:

Disability Services	285,334
Rent Income	13,565
Insurance Claims	5,952
Post Office Core Payment, Hourly Rate, Commission	4,692
Room hire at the Kingsley Centre	6,382
Feed in Tariff Payment	990
Community Activities	295
	<u>317,209</u>

### 5 COSTS OF GENERATING VOLUNTARY INCOME

	2021	2020
	£	£
Fundraising costs	216	216

### 6 CHARITABLE ACTIVITIES COSTS

	2021	2020
	£	£
General charitable	420,057	439,176

It is not practicable to provide an analysis of Charitable Activities' Costs in the same format as the analysis of Incoming Resources in Note 5 above. The largest single cost item is Wages & Salaries (see Note 10 below) and these costs cannot be accurately apportioned over the sources of income.

### 7 GOVERNANCE COSTS

	2021	2020
	£	£
Examiners' remuneration	1,860	1,800
Trustees' expenses and training	-	-
Payroll fees and other professional costs	2,817	3,912
	<u>4,677</u>	<u>5,712</u>

### 8 STAFFING INFORMATION

	2021	2020
	£	£
Staff costs:		
Wages, salaries and bonuses	296,219	284,579
National Insurance costs	17,917	17,728
Pension costs	7,687	8,704
Employment Allowance	(4,000)	
Job Retention Scheme	(5,136)	
	<u>312,687</u>	<u>311,011</u>
	2021	2020
Numbers of Staff (Full Time Equivalent)	<u>13.52</u>	<u>13</u>

### 9 NET INCOMING/(OUTGOING) RESOURCES

	2021	2020
	£	£
Net resources are stated after charging:		
Examiner's remuneration	1,860	1,800
Depreciation - owned assets	16,123	16,968
Loss on disposal of fixed assets	-	546
	<u>17,983</u>	<u>19,314</u>

### 10 TRUSTEES' REMUNERATION AND BENEFITS

No Trustees' travelling expenses were paid during the year (2020 - nil). No Trustees' remuneration or other benefits were paid in the year (2020 - nil).

## 11 TANGIBLE FIXED ASSETS

	Freehold Property	Property Improvements	Fixtures, fittings & equipment	Computer equipment	Total
	£	£	£	£	£
<b>Cost</b>					
At 1 January 2021	46,627	701,045	22,406	5,856	775,934
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
At 31 December 2021	46,627	701,045	22,406	5,856	775,934
<b>Depreciation</b>					
At 1 January 2021	-	237,035	16,129	3,283	256,447
Charge for period	-	14,021	1,244	858	16,123
Eliminated on disposals	-	-	-	-	-
At 31 December 2021	-	251,056	17,373	4,141	272,570
<b>Net Book Value</b>					
At 31 December 2021	46,627	449,989	5,033	1,715	503,364
Of which:					
Restricted	-	341,214	-	-	341,214
Unrestricted	46,627	108,775	5,033	1,715	162,150
At 31 December 2020	46,627	464,010	6,277	2,574	519,488

## 12 INVESTMENT

	2021	2020
	£	£
Share in Kingsley Organisation Enterprises cic, at cost	1	1

Kingsley Organisation Enterprises cic was incorporated on 23 March 2011 as a wholly-owned subsidiary of Kingsley Organisation Ltd

## 13 DEBTORS

	2021	2020
	£	£
Trade debtors	41,007	24,113
Provision for doubtful debts	1,500	1,500
	39,507	22,613
Prepayments	4,925	4,401
Other debtors	812	18,880
	45,243	45,894
Amount owing by subsidiary company - Kingsley Organisation Enterprises cic	34,168	33,157
	79,411	79,051

In 2020 the Board of Trustees acknowledged that a portion of the debt of its subsidiary company would be irrecoverable and a provision would need to be made. The Charity will also make a future provision as part of its Supported Volunteering Project to cover the costs of employing a member of staff previously paid for by the subsidiary company. This is in acknowledgment that the village shop, run by the subsidiary company, meets the Charities primary purpose and is vital in the delivery of its Charitable Objects and consequently for income to its charitable activities.

## 14 CREDITORS - amounts falling due within one year

	2021	2020
	£	£
Trade creditors	4,223	805
Other creditors	12,455	12,566
Bounce Back Loan Repayments	3,049	3,195
	19,727	16,566

## 15 DEFERRED INCOME

	2021	2020
	£	£
Grants received in advance	31,918	33,191

## 16 LONG TERM LIABILITIES - amounts falling due after one year

	2021	2020
	£	£
Bounce Back Loan Scheme	25,456	26,805
Total amount of Loan £30000 (£3536.27 interest) repayable over 9 years 107 Monthly repayments of £310.53 start July 2021, with one final payment of £309.56		



## 17 FUNDS

	At 01.01.21	Incoming resources	Resources expended	Transfer between Funds	At 31.12.21
	£	£	£	£	£
Unrestricted funds	260,543	430,979	415,458	-	276,064
Restricted funds	355,706	-	9,492	-	346,214
	<u>616,249</u>	<u>430,979</u>	<u>424,950</u>	<u>-</u>	<u>622,278</u>
Analysis of Restricted Funds:					
Building Fund	355,706	-	9,492	-	346,214
	<u>355,706</u>	<u>-</u>	<u>9,492</u>	<u>-</u>	<u>346,214</u>

The Building Fund was set up to provide an extension to, and renovation of, the charity's main facility at the Kingsley Centre.

## 18 CASH FLOW STATEMENT

	£
Balance as at 1 January 2021	64,272
Net incoming/(outgoing) resources	
Unrestricted	15,521
Restricted	<u>(9,492)</u>
	6,029
Non-cash items:	
Depreciation	16,123
Loss on disposal of fixed assets	<u>-</u>
	16,123
Less:	
Capital expenditure during year	<u>-</u>
	86,424
Movement in other Balance Sheet items:	
Increase/(Decrease) in Creditors	3,307
Increase/(Decrease) in Deferred Income	(1,273)
Decrease/(Increase) in Debtors	<u>(360)</u>
	1,674
Balance as at 31 December 2021	<u><u>88,098</u></u>
Comprising:	
Cash at bank and other liquid funds	116,603
Less Bounce Bank Loan	<u>28,505</u>
	<u><u>88,098</u></u>

## 19 RELATED PARTY TRANSACTIONS

There were no transactions during the year under review with related parties, other than with the wholly owned subsidiary Kingsley Organisation Enterprises CIC

## 20 CONTINGENT LIABILITY

The National Lottery Fund holds a fixed charge over the freehold property Kingsley Centre. In the event of the sale of the named property before the 11th December 2086 £260,000 will be repaid to the National Lottery Fund.