

Company registration number: 01596913

Charity registration number: 511851

# Northumbria Calvert Trust

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 30 November 2018

# **Northumbria Calvert Trust**

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## **Northumbria Calvert Trust**

### **Reference and Administrative Details**

<b>Trustees</b>	C M Green (Chairman) * Dr J N Bridge Dr A M Charlton * C R Drax P R Loyd M F Schooler P H Straker E C T Trevelyan FCA * R D Anderton * (appointed 24 March 2018) M S Priestley * (resigned 14 March 2019)
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\*These trustees are members of the Managing Trustee Committee as explained on page 9 of the Trustees' report.

<b>Secretary</b>	P J V Cockerill
<b>Key Management Personnel</b>	P J V Cockerill, Chief Executive Officer K G Appleby, Director of Operations L Squire, Development Manager
<b>Principal Office</b>	Calvert Trust Kielder Kielder Water & Forest Park Hexham Northumberland NE48 1BS
<b>Company Registration Number</b>	01596913
<b>Charity Registration Number</b>	511851

## **Northumbria Calvert Trust**

### **Reference and Administrative Details (continued)**

#### **Bankers**

Svenska Handelsbanken  
11 The Court Yard  
St Mary's Chare  
Hexham  
NE46 1NH

Barclays Bank plc  
Priestpopple  
Hexham  
NE46 1PE

#### **Auditor**

Ryecroft Glenton  
32 Portland Terrace  
Jesmond  
Newcastle upon Tyne  
NE2 1QP

## **Northumbria Calvert Trust**

### **Trustees' Report**

The Trustees, who are also Directors of the Charity for the purpose of the Companies Act 2006, present their report and the audited financial statements for the year ended 30 November 2018 which are also prepared to meet the requirements for a Directors' Report and Accounts for Companies Act purposes.

The financial statements have been prepared in accordance with the accounting policies set out in note 2 to the accounts and comply with the Charities Act 2011, the Companies Act 2006, the Articles of Association, and the Statement of Recommended Practice applicable to charities.

#### **Objectives and Activities**

##### Our Charitable Objects

The objects for which the Trust is established are

*'the provision of specialised facilities for outdoor activities in the countryside for the education or otherwise for the relief of people who have need of such facilities by reason of disability of any nature or age or social or economic circumstances provided always that priority for the use of such facilities shall be afforded to people with disabilities'.*

##### Our Aims, Objectives Mission and Benefits

Our Mission is to enable people with disabilities, together with their families and friends and others, to achieve their potential through the challenge of adventurous activities in the countryside.

The benefits and enjoyment of the activities are offered to all, irrespective of ability. These benefits include:

Inner Strength (Permanent and Portable)

Enrichment of life for each individual

Personal development and rehabilitation leading to integration

Greater self-confidence and greater self esteem

##### Strategy for Achieving our Aims and Objectives

Our Strategic Plan 2019 to 2021 has been shaped by two overriding needs; the financial needs of our beneficiaries for affordable services and the need for the Charity to establish a strong and viable organisation for the long term. The ever increasing desire among disabled people for inclusion and integration has also shaped the plan.

To deliver the strategy we will continue to deliver our services from our centre in the Kielder Water & Forest Park. We will increase the number of our accessible self-catered units which provide a more affordable option for beneficiaries. We will add new and exciting outdoor activities that will attract new users and enhance the experiences of returning beneficiaries. We will listen to what our beneficiaries want and need rather than providing what we think they should have.

## **Northumbria Calvert Trust**

### **Trustees Report (continued)**

#### Main Activities Undertaken

The Trust provides a wide range of accessible and challenging indoor and outdoor activities from its base in the Kielder Water & Forest Park in Northumberland.

Sailing, canoeing, kayaking and cruising are run from its boathouse on the shores of Kielder Water. Climbing, orienteering, archery, trail buggies, king swing, high ropes, swimming and more are provided on site at its main centre.

Uniquely to England we provide a 24 hour Respite Care service combined with the activities above for disabled adults.

Fully catered and self-catered facilities are provided and day visitors are also catered for.

The main centre building comprises 25 ground floor accessible rooms for up to 38 people all of which, except two, are ensuite. In addition there is an indoor swimming pool, recreation hall, snoozelum, TV lounge, dining room, conference room, reception and small bar and shop.

A further 14 self-catering chalets provide accommodation for 78 people.

We have a team of qualified and experienced instructors and carers who deliver our activities and respite care programmes. Domestic, catering, maintenance, fundraising and administration staff complete the team.

Our guests of all ages visit from the North East and across the UK. We cater for disabled people with physical, mental and sensory disabilities of all degrees of severity, many with profound and multiple disabilities. Our disabled guests visit with their families and carers and in groups. Disabled adults can visit alone on our respite care programme.

#### Public Benefit

The Trust seeks to make its services available at a cost that is affordable. A bursary scheme is in place that seeks to mitigate the costs for those who find it difficult to finance the cost of their stay.

The Trustees have confirmed that they have referred to the guidance contained in the Charity Commissioners' guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities of the Trust.

The Trustees have concluded that the Northumbria Calvert Trust complies with the two principles of public benefit as follows:

There are identifiable benefits, and these benefits are available to people with disabilities, their carers and families or friends without restriction.

# Northumbria Calvert Trust

## Trustees Report (continued)

### Achievements and Performance

#### Main Achievements

2018 was our 37th year of transforming the lives of disabled people. We were proud to be one of only 100 organisations in the UK to be awarded the Visit England Rose Award.

During the year we received 6,050 (2017: 6,017) residential guests representing 21,176 (2017: 21,432) bednights. Of these 8,023 (2017: 7,044) bednights were sold to fully catered guests and a further 13,153 (2017: 14,388) bednights to self-catered guests.

These figures are particularly encouraging given the very difficult financial circumstances so many of our beneficiaries face.

In line with our policy of encouraging inclusion and integration we were glad to see continuing usage of our facilities by able bodied guests. Our able bodied guests comprise the family members and carers of disabled guests and the friends of disabled guests. In addition we continued to extend our services to local companies, universities and schools who are supportive of our work and who are keen for their staff and pupils to get to know and be at ease with disabled people. Many of these companies also have disabled staff on their teams. This outreach work takes place mainly in our shoulder and low season when we have spare capacity. The income generated forms an important element in strengthening our overall viability and cross subsidises our services to disabled people. The feedback from our disabled guests and the organisations has been fantastic, both parties benefiting greatly from the experience. In order to promote these services to our broader markets the Trust has simplified its brand to 'Calvert Kielder'.

We continued to receive guests with a wide range of impairments in particular those with learning difficulties such as autism and many with profound and multiple learning disabilities (PMLD). Our guests consistently report how their self-confidence, resilience and enjoyment of life is enhanced by their stay. They say this in turn provides the foundations and confidence for them to take their place in society and so lead more fulfilling lives.

Some 430 people enjoyed on our unique respite care service, slightly higher than the previous year. The feedback from families on the positive impact of this service is tremendous. All too often respite care means little more than four walls and a bed. For our guests it means a full range of indoor and outdoor activities with personal care. As a result our guests return home reinvigorated and the carers have a rest without the feeling of guilt that can arise when a bare minimum form of respite care is provided.

Our fundraising performance was in line with budget and we were particularly pleased with the success of our Capital Fundraising. We wish to thank especially our many benefactors who make our work possible.

## **Northumbria Calvert Trust**

### **Trustees Report (continued)**

#### Key Performance Indicators

The Trust seeks to build the inner strength of guests that provides the foundation and confidence necessary to lead more fulfilling lives within the community. We evaluate our success in this area by the following criteria;

Outcome monitoring is measured by;

- Feedback questionnaires
- Oral feedback from guests
- Monitoring of web activity about our service

Output monitoring is measured by;

- Level of repeat visits
- Number of guests pa
- Number of bednights provided

#### **Financial Review**

##### Headline results

Total Income £1.98m (2017: £1.92m)

Total Expenditure excluding depreciation £1.80m (2017: £1.89m)

Total capital expenditure £0.67m (2017: £0.15m)

We achieved total income of £1.98m, £0.06m higher than last year due in large part to a £0.08m (5.7%) increase in Charitable Activity income. Total expenditure decreased by £0.09m due mainly to a lower spend on charitable activities.

##### Charitable Activities

We provide our service to enable disabled people to live more independent lives. Fees and grants for delivering our services form the major part of our income. This income increased marginally by £80,550 compared to 2017 due to slightly higher occupancy. We seek to set our tariffs at a level the market can bear. We also provide bursaries for those in financial need funded by charitable donations. Expenditure on Charitable activities fell by £66,871 compared to 2017 with savings made across a large range of cost centres.

##### Capital Expenditure and Fixed Assets

Capital expenditure is funded from fundraising activity. Changes in fixed assets are shown on note 11 to the accounts. The freehold land and buildings are shown in the Trust's balance sheet at cost less depreciation. No valuation has been undertaken in view of the specialised nature of these buildings and the objectives of the Trust.



## Northumbria Calvert Trust

### Trustees Report (continued)

#### Donations and Legacies

Donations of £439,707 were slightly lower than last year, by £14,924, whilst expenditure on raising funds has decreased by £21,677 reflecting a restructure of staffing arrangements. Our ratio of fundraising income to fundraising costs is 4.5:1 (2017: 4.1:1).

#### Outturn

The deficit for the year for the Unrestricted Fund was £239,865, (2017: £253,830 deficit). The net asset value of the Trust has decreased by £53,703 to £5,227,483 (2017: decreased by £194,971 to £5,281,186).

#### Investment Policy

The Trustees took the decision to hold most of our funds in cash since we had short to medium term projects that required readily available cash. These funds are held with main clearing banks and equivalent institutions in interest bearing accounts.

There are £89,028 of funds invested in a corporate bond and Charities Official Investment Fund. The Trust does not knowingly invest in an organisation whose primary purpose conflicts with our objects. We take advice from external advisers from time to time on this policy

#### Reserves Policy

The Trustees have adopted a risk based approach to reserves and the policy is, when finances allow, to hold a minimum level of unrestricted reserves/'funds' of £400,000. This should be sufficient to cover the following risks:

- Net costs arising from a downturn in trading
- Lower fundraising income
- Unforeseen capital expenditure
- Staff Redundancy Costs

The Trustees recognise that the circumstances that may give rise to the above risks would not all necessarily occur at the same time and this has been reflected in setting the level of contingency noted above.

The current level of free reserves at the year end totalled £400,000, which is inline with our target level of reserves. In addition, the Trustees have set up a Designated Fund of £99,850 towards underwriting the costs of the Realising Potential Capital Programme. In both cases the Trustees review the numbers at each year end.

A second Designated Fund represents the amount of money invested in Tangible Fixed Assets and amounted to £4,733,851 at 30 November 2018.

There are Restricted Funds at 30 November 2018 of £6,218 in deficit.

## **Northumbria Calvert Trust**

### **Trustees Report (continued)**

#### **Fundraising policy**

Our approach to fundraising is shaped by the principle of treating all benefactors fairly and respectfully. This means respecting their wishes and encouraging them to share in our mission. Importantly it also means respecting the rights and dignity of our beneficiaries.

Our fundraisers are members of the Institute of Fundraising and take care to ensure that their fundraising is delivered to a high standard. We are not intrusive in our fundraising practices and focus most of our efforts on applications to grant making trusts, corporates and charity events. We have not engaged with any third party professional fundraisers. We support and contribute to the work of the Fundraising Regulator. We have not received any complaints about our fundraising activities.

#### **Plans For Future Periods**

In response to the needs and wishes of beneficiaries and following a review of its development programme the Trustees have agreed the following capital development projects to be progressed as funding allows;

- Installation of new and exciting activities
- Conversion of two staff houses to self-catering units
- Construction of additional self-catering units
- Redevelopment of the main centre building
- Redevelopment of an existing building to provide indoor activities and associated facilities
- Landscaping of the site

The Trust will continue to invest in fundraising, marketing and sales activity in order to help and reach as many beneficiaries as possible. In particular the Trust will raise funds for bursary support and operating costs in order to keep charges to beneficiaries at an affordable level.

The Trust has an ethos of continuous improvement and development programmes are focussed on enhancing the quality of service for our clients and broadening the skills of our staff with accredited training.

# **Northumbria Calvert Trust**

## **Trustees Report (continued)**

### **Structure, Governance and Management**

#### Governing Document

The organisation is a charitable company limited by guarantee and not having a share capital. It was incorporated on 10 November 1981. The company was established under a Memorandum of Association which established the objects and powers of the charitable company. The Memorandum and Articles of Association were reviewed in 2018 and replaced by new Articles adopted by Special Resolution on 23 April 2018 and lodged at Companies House and Charity Commission. In the event of the company being wound up, members are required to contribute to an amount not exceeding £1.

#### Managing Trustee Committee

At its first meeting in 1981 the Directors delegated their responsibilities for the day to day management of the Trust to the Trustees. The Trustees subsequently formed a Managing Trustee Committee to undertake these duties which is answerable to the Trustees as and when required. The Managing Trustee Committee meets at least twice a year and currently comprises five members from a variety of professional backgrounds.

Responsibility for the day to day provision of services rest with the Chief Executive along with the Senior Management Team.

#### Trustees of the Charity

The Directors of the charitable company become Members of the company on appointment and Trustees for the purposes of charity law. The Trustees who have served during the year and since the year end are shown in the Charity Reference and Administration Details on page 1.

Under the Articles of Association a Trustee shall hold office for three years at the end of which he will be eligible for reappointment for one or more further terms of three years each but having served the maximum term of office of nine consecutive years shall not be eligible for re-appointment until one year after their retirement as a Trustee.

All Trustees give their time voluntarily and receive no benefits from the Charity. Should any expenses be reclaimed from the Charity these will be set out in the notes to the accounts.

The traditional business skills are well represented on the Trustee Board. The composition of the Trustees' board and its experience and training is kept under review. Where specific skills are lost due to retirement the Board seeks to ensure individuals are approached to fill the skills gap.

## Northumbria Calvert Trust

### Trustees Report (continued)

#### Recruitment, Appointment and Induction of Trustees

The Trustees are from a variety of relevant professional, business and charitable backgrounds with a number having experience in the disability field.

There is a Trustee Recruitment policy that sets out the procedures and responsibilities for recruitment. Recruitment is conducted by advertising and word of mouth. Trustees must provide two referees and undertake the Disclosure and Barring (DBS) process.

New Trustees undergo an orientation period to brief them on their legal obligations under Charity and company law, the content of the Articles of Association, the decision making process, the business plan and recent financial performance of the Charity. They also meet key employees and other Trustees. Induction also includes a tour of the site including the activities available.

#### Risk Management

The major risks which the Charity might be exposed to have been reviewed by the Managing Trustee Committee and systems have been established to mitigate those risks.

Working with vulnerable adults and young people entails risks. The Trustees are ultimately responsible for risk management and they are satisfied that the appropriate internal control systems and risk management processes are in place. The Trustees consider that the following framework provides the Trust with adequate measures to reduce the impact of identified risk.

At each quarter of the year Trustees receive a full operational report covering all aspects of the Trusts activities. This report includes serious incidents and near miss reports. The Trust has a full Risk Register which is reviewed by the senior management team and any significant changes in the risk profile are notified to Trustees along with the mitigation measures. At the departmental level risk assessments are in place for all activities. Our most significant risks and mitigating actions are set out below:

Potential risk	Action to mitigate
Physical or emotional abuse or neglect of a disabled or vulnerable guest.	Safeguarding policies and procedures supported by training and support and guidance for our staff. Strong whistleblowing and quality frameworks. Working closely with safeguarding authorities, Care Quality Commission and regulators. Strong risk assessment and safety culture.
Preventable death or serious injury to a disabled person in our care, an employee or volunteer.	Strong risk assessment and safety culture with regular monitoring by senior managers. Thorough induction procedures and ongoing staff training and development.
Serious breach of information obligations with regard to sensitive personal data.	Clear data protection and confidentiality policies and procedures.
Insufficient reserves	Close monitoring by the senior management team. Robust reserves policy. Strong focus on income generation and cost control

## **Northumbria Calvert Trust**

### **Trustees Report (continued)**

#### Related Parties

Northumbria Calvert Trust is a corporate Trustee of 'The Calvert Trust' (Reg Charity No. 1042423). The purpose of 'The Calvert Trust' is to promote and co-ordinate the work of Northumbria Calvert Trust, Calvert Trust Exmoor (Reg Charity No. 1005776), The Lake District Calvert Trust (Reg Charity No. 270923) and Calvert Trust Chilterns Foundation (Reg Charity No. 1148277).

Working together has enabled us to embark on major initiatives to co-ordinate our fundraising and marketing and to improve performance in other areas by co-operation. The Trustees of Northumbria Calvert Trust have provided positive support in this programme of co-operative working.

The Northumbria Calvert Trust is a Founding Member of the Kielder Water & Forest Park Development Trust. Its purpose is to promote the sustainable development of the Kielder Water & Forest Park area and to improve the conditions of life for those in socially and economically disadvantaged communities at Kielder.

#### Regulators

The Trust's Respite Care service is regulated by the Care Quality Commission (CQC). During 2018 the Trust was awarded the standard of Good by the CQC for its respite care service.

The Trust's outdoor activity service is regulated by the Adventure Activity Licensing Authority (MLA) and maintained its registration throughout 2018.

#### Significance of Volunteers

The Trust benefits from the services of over 36 unpaid volunteers who complement the work of paid staff. Volunteers help with both service delivery and fundraising usually on an event by event basis. Volunteers are ancillary to and do not replace paid staff.

#### Pay Policy for Senior Staff

The pay of the senior staff is reviewed annually by the Managing Trustees Committee and normally increased by reference to the retail price index increase

## **Northumbria Calvert Trust**

### **Trustees Report (continued)**

#### Trustees' Responsibilities Statement

The Trustees (who are also the Directors of Northumbria Calvert Trust for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they 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:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- 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 are sufficient to show and explain the charitable company's transactions and 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.

#### Disclosure of information to auditor

Each trustee has taken steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information. The trustees confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

#### Reappointment of auditor

In accordance with section 485 of the Companies Act 2006, a resolution for the re-appointment of Rycroft Glenton as auditors of the charity is to be proposed at the forthcoming Annual General Meeting.

## Northumbria Calvert Trust

### Trustees Report (continued)

#### General

The Trustees would like to thank, on behalf of all our guests, our benefactors for their very generous support and the staff employed by the Trust for their commitment and hard work.

The annual report was approved by the trustees of the charity on 23 March 2019 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'C M Green', written over a dotted line.

C M Green  
Trustee

## **Northumbria Calvert Trust**

### **Independent Auditor's Report to the Members of Northumbria Calvert Trust**

#### **Opinion**

We have audited the financial statements of Northumbria Calvert Trust (the 'charity') for the year ended 30 November 2018, which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows, 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 United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 30 November 2018 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Basis for opinion**

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

#### **Conclusions relating to going concern**

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 charity'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.

#### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. 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.



## **Northumbria Calvert Trust**

### **Independent Auditor's Report to the Members of Northumbria Calvert Trust (continued)**

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.

#### **Opinion on other matters prescribed by the Companies Act 2006**

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

- the information given in the Trustees Report (continued) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees Report (continued) has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees Report (continued).

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of trustees**

As explained more fully in the Trustees' Responsibilities Statement (included in the Trustees' Report), 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 charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

## Northumbria Calvert Trust

### Independent Auditor's Report to the Members of Northumbria Calvert Trust (continued)

#### **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](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditors' report.

#### **Use of our report**

This report is made solely to the charitable company's trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's 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 charitable company and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.



.....  
Nigel Wyrley-Birch (Senior Statutory Auditor)  
For and on behalf of Rycroft Glenton, Statutory Auditor  
32 Portland Terrace  
Jesmond  
Newcastle upon Tyne  
NE2 1QP

Date: 26 March 2019

## Northumbria Calvert Trust

### Statement of Financial Activities for the Year Ended 30 November 2018 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
<b>Income and Endowments from:</b>					
Donations and legacies	3	116,483	323,224	439,707	454,631
Charitable activities	4	1,481,477	-	1,481,477	1,400,927
Other trading activities		40,448	-	40,448	59,909
Investment income	5	5,052	2,989	8,041	7,115
Other income		11,632	-	11,632	-
<b>Total Income</b>		<b>1,655,092</b>	<b>326,213</b>	<b>1,981,305</b>	<b>1,922,582</b>
<b>Expenditure on:</b>					
Raising funds		(107,188)	-	(107,188)	(128,865)
Charitable activities	6	(1,787,769)	(141,416)	(1,929,185)	(1,996,056)
<b>Total Expenditure</b>		<b>(1,894,957)</b>	<b>(141,416)</b>	<b>(2,036,373)</b>	<b>(2,124,921)</b>
Gains/losses on investment assets		-	1,365	1,365	7,368
<b>Net (expenditure)/income</b>		<b>(239,865)</b>	<b>186,162</b>	<b>(53,703)</b>	<b>(194,971)</b>
Transfers between funds		672,908	(672,908)	-	-
<b>Net movement in funds</b>		<b>433,043</b>	<b>(486,746)</b>	<b>(53,703)</b>	<b>(194,971)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		4,800,658	480,528	5,281,186	5,476,157
Total funds carried forward	18	5,233,701	(6,218)	5,227,483	5,281,186

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

The funds breakdown for 2017 is shown in note 18.

# Northumbria Calvert Trust

(Registration number: 01596913)

## Balance Sheet as at 30 November 2018

	Note	2018 £	2017 £
<b>Fixed assets</b>			
Tangible assets	11	4,733,851	4,293,468
Investments	12	89,028	87,663
		<u>4,822,879</u>	<u>4,381,131</u>
<b>Current assets</b>			
Stocks	13	10,916	15,315
Debtors	14	211,415	140,145
Cash at bank and in hand		622,449	1,102,995
		<u>844,780</u>	<u>1,258,455</u>
<b>Creditors: Amounts falling due within one year</b>	15	<u>(339,792)</u>	<u>(253,476)</u>
<b>Net current assets</b>		<u>504,988</u>	<u>1,004,979</u>
<b>Total assets less current liabilities</b>		5,327,867	5,386,110
<b>Creditors: Amounts falling due after more than one year</b>	16	<u>(100,384)</u>	<u>(104,924)</u>
<b>Net assets</b>		<u>5,227,483</u>	<u>5,281,186</u>
<b>Funds of the charity:</b>			
<b>Restricted funds</b>		(6,218)	480,528
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>5,233,701</u>	<u>4,800,658</u>
<b>Total funds</b>	18	<u>5,227,483</u>	<u>5,281,186</u>

The financial statements on pages 17 to 34 were approved by the trustees, and authorised for issue on 23 March 2019 and signed on their behalf by:



C M Green  
Trustee

## Northumbria Calvert Trust

### Statement of Cash Flows for the Year Ended 30 November 2018

	Note	2018 £	2017 £
<b>Cash flows from operating activities</b>			
Net cash expenditure		(53,703)	(194,971)
<b>Adjustments to cash flows from non-cash items</b>			
Depreciation		232,525	231,657
Investment income	5	(8,041)	(7,115)
Loss on disposal of tangible fixed assets		-	14,234
Gains on investments		(1,365)	(7,368)
		<u>169,416</u>	<u>36,437</u>
<b>Working capital adjustments</b>			
Decrease/(increase) in stocks	13	4,399	(4,703)
(Increase)/decrease in debtors	14	(71,270)	16,680
Increase in creditors	15	<u>86,102</u>	<u>33,140</u>
Net cash flows from operating activities		<u>188,647</u>	<u>81,554</u>
<b>Cash flows from investing activities</b>			
Interest receivable and similar income	5	8,041	7,115
Purchase of tangible fixed assets	11	(672,908)	(147,475)
Sale of tangible fixed assets		-	12,501
Sale of investments		-	34,266
Net cash flows from investing activities		<u>(664,867)</u>	<u>(93,593)</u>
<b>Cash flows from financing activities</b>			
Repayment of loans and borrowings	15	<u>(4,326)</u>	<u>109,250</u>
Net (decrease)/increase in cash and cash equivalents		(480,546)	97,211
Cash and cash equivalents at 1 December		<u>1,102,995</u>	<u>1,005,784</u>
Cash and cash equivalents at 30 November		<u>622,449</u>	<u>1,102,995</u>

All of the cash flows are derived from continuing operations during the above two periods.

## **Northumbria Calvert Trust**

### **Notes to the Financial Statements for the Year Ended 30 November 2018**

#### **1 Charity status**

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

#### **2 Accounting policies**

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

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

##### **Statement of compliance**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

##### **Basis of preparation**

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

These financial statements are prepared in sterling which is the functional currency of the entity.

##### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

## **Northumbria Calvert Trust**

### **Notes to the Financial Statements for the Year Ended 30 November 2018 (continued)**

#### **2 Accounting policies (continued)**

##### **Estimation uncertainty and judgements**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported.

Management have prepared depreciation, prepayments, accruals and other cut-off adjustments. Whilst management believe that these estimates and judgements are accurate, there is every likelihood that they will not be exact.

These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

##### **Income and endowments**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

##### **Donations and legacies**

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

Legacy income is recognised when receipt is probable and entitlement is established. Where a legacy is notified to the charity prior to the year end, it is recognised as income if it is received before the accounts are approved.

##### **Investment income**

Investment income is recognised in the period in which the Charity is entitled to receipt.

##### **Charitable activities**

Charitable activities is the amount charged in respect of the provision of accommodation and activities.

##### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category.

##### **Raising funds**

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

## Northumbria Calvert Trust

### Notes to the Financial Statements for the Year Ended 30 November 2018 (continued)

#### 2 Accounting policies (continued)

##### *Charitable activities*

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

##### **Support costs**

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

##### **Taxation**

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

##### **Tangible fixed assets**

Individual fixed assets costing £1,000 or more are initially recorded at cost.

##### **Depreciation and amortisation**

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

<b>Asset class</b>	<b>Depreciation method and rate</b>
Buildings	2% or 10% straight line
Furniture, fittings and equipment	20% or 10% straight line
Motor vehicles	20% straight line

##### **Fixed asset investments**

Fixed asset investments, other than programme related investments, are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.



## **Northumbria Calvert Trust**

### **Notes to the Financial Statements for the Year Ended 30 November 2018 (continued)**

#### **2 Accounting policies (continued)**

##### **Stock**

Stock is valued at the lower of cost and net realisable value.

##### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

##### **Cash and cash equivalents**

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

##### **Trade creditors**

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

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

##### **Borrowings**

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

## Northumbria Calvert Trust

### Notes to the Financial Statements for the Year Ended 30 November 2018 (continued)

#### 2 Accounting policies (continued)

##### Fund structure

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

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

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

##### Pensions and other post retirement obligations

The Charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised as an expense in the period in which the related service is provided.

##### Financial instruments

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

#### 3 Income from donations and legacies

	Unrestricted Funds £	Restricted funds £	Total 2018 £	Total 2017 £
Donations and legacies;				
Donations	116,483	323,224	439,707	454,631
	<u>116,483</u>	<u>323,224</u>	<u>439,707</u>	<u>454,631</u>

Total income in 2017 of £454,631 comprised unrestricted income of £122,731 and restricted income of £331,900.

## Northumbria Calvert Trust

### Notes to the Financial Statements for the Year Ended 30 November 2018 (continued)

#### 4 Income from charitable activities

	Unrestricted Fund £	Total 2018 £	Total 2017 £
Centre accommodation	639,261	639,261	558,170
Respite care	438,223	438,223	425,673
Self-catering chalets	403,993	403,993	417,084
	<u>1,481,477</u>	<u>1,481,477</u>	<u>1,400,927</u>

Total income in 2017 of £1,400,927 comprised fully of unrestricted income.

#### 5 Investment income

	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
Interest receivable and similar income;				
Interest receivable on bank deposits	5,052	-	5,052	4,163
Other income from fixed asset investments	-	2,989	2,989	2,952
	<u>5,052</u>	<u>2,989</u>	<u>8,041</u>	<u>7,115</u>

Total income in 2017 of £7,115 comprised unrestricted income of £4,163 and restricted income of £2,952.

## Northumbria Calvert Trust

### Notes to the Financial Statements for the Year Ended 30 November 2018 (continued)

#### 6 Expenditure on charitable activities

	Designated funds £	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
<b>Direct Costs:</b>					
Instructors & respite salaries	-	312,938	118,250	431,188	439,683
Domestic salaries	-	79,132	-	79,132	72,235
Catering	-	80,674	-	80,674	95,168
Provisions	-	91,158	-	91,158	89,851
Commission	-	48,929	-	48,929	49,107
Bar and shop	-	18,916	-	18,916	16,490
Activity costs	-	27,128	14,250	41,378	40,419
<b>Sub-total - Direct costs</b>	-	<b>658,875</b>	<b>132,500</b>	<b>791,375</b>	<b>802,953</b>
<b>Support Costs:</b>					
Salaries	-	411,440	-	411,440	418,096
Staff training	-	6,666	-	6,666	12,574
Rent and rates	-	21,764	-	21,764	25,690
Motor and travelling	-	29,097	-	29,097	34,558
Light and heat	-	106,462	-	106,462	98,313
Telephone	-	25,706	-	25,706	9,549
Repairs and renewals	-	114,599	-	114,599	127,125
Postage, printing & stationery	-	21,732	-	21,732	22,510
Advertising and promotion	-	26,409	-	26,409	40,953
Bursaries	-	-	8,916	8,916	8,196
Sundry expenses	-	34,207	-	34,207	31,910
Insurance	-	68,230	-	68,230	76,016
Cleaning materials	-	11,362	-	11,362	12,298
Auditors remuneration	-	6,100	-	6,100	6,700
Support costs VAT	-	6,099	-	6,099	18,349
Bad debts	-	4,199	-	4,199	3,870
Loss on sale of fixed assets	-	-	-	-	14,234
Loan interest	-	2,297	-	2,297	505
Depreciation	232,525	-	-	232,525	231,657
<b>Sub-total - Support costs</b>	<b>232,525</b>	<b>896,369</b>	<b>8,916</b>	<b>1,137,810</b>	<b>1,193,103</b>
<b>Total - Direct and support costs</b>	<b>232,525</b>	<b>1,555,244</b>	<b>141,416</b>	<b>1,929,185</b>	<b>1,996,056</b>

## Northumbria Calvert Trust

### Notes to the Financial Statements for the Year Ended 30 November 2018 (continued)

#### 6 Expenditure on charitable activities (continued)

Total expenditure in 2017 of £1,996,056 comprised unrestricted expenditure of £1,712,695, designated expenditure of £231,657 and restricted expenditure of £51,704.

#### 7 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses from the charity during the year.

#### 8 Staff costs

The aggregate payroll costs were as follows:

	2018 £	2017 £
<b>Staff costs during the year were:</b>		
Wages and salaries	947,017	977,020
Social security costs	70,701	73,970
Pension costs	52,613	53,583
	<u>1,070,331</u>	<u>1,104,573</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2018 No	2017 No
Service	32	33
Administration	10	9
Call in / Part time	3	-
Seasonal	1	-
	<u>46</u>	<u>42</u>

## Northumbria Calvert Trust

### Notes to the Financial Statements for the Year Ended 30 November 2018 (continued)

#### 8 Staff costs (continued)

The number of employees whose emoluments fell within the following bands was:

	2018 No	2017 No
£60,001 - £70,000	1	1
£70,001 - £80,000	<u>1</u>	<u>1</u>

The total employee benefits of the key management personnel of the charity were £220,415 (2017 - £211,019).

#### 9 Auditors' remuneration

	2018 £	2017 £
Audit of the financial statements	<u>6,100</u>	<u>6,700</u>

#### 10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

## Northumbria Calvert Trust

### Notes to the Financial Statements for the Year Ended 30 November 2018 (continued)

#### 11 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Motor vehicles £	Total £
<b>Cost</b>				
At 1 December 2017	6,099,743	1,525,927	290,120	7,915,790
Additions	<u>83,407</u>	<u>589,501</u>	-	<u>672,908</u>
At 30 November 2018	<u>6,183,150</u>	<u>2,115,428</u>	<u>290,120</u>	<u>8,588,698</u>
<b>Depreciation</b>				
At 1 December 2017	2,214,951	1,212,079	195,292	3,622,322
Charge for the year	<u>134,023</u>	<u>67,696</u>	<u>30,806</u>	<u>232,525</u>
At 30 November 2018	<u>2,348,974</u>	<u>1,279,775</u>	<u>226,098</u>	<u>3,854,847</u>
<b>Net book value</b>				
At 30 November 2018	<u>3,834,176</u>	<u>835,653</u>	<u>64,022</u>	<u>4,733,851</u>
At 30 November 2017	<u>3,884,792</u>	<u>313,848</u>	<u>94,828</u>	<u>4,293,468</u>

## Northumbria Calvert Trust

### Notes to the Financial Statements for the Year Ended 30 November 2018 (continued)

#### 12 Fixed asset investments

	2018 £	2017 £
Other investments	<u>89,028</u>	<u>87,663</u>
<b>Other investments</b>		£
<b>Cost or Valuation</b>		
At 1 December 2017		87,663
Revaluation		<u>1,365</u>
At 30 November 2018		<u>89,028</u>
<b>Net book value</b>		
At 30 November 2018		<u>89,028</u>
At 30 November 2017		<u>87,663</u>

#### 13 Stock

	2018 £	2017 £
Stocks	<u>10,916</u>	<u>15,315</u>

#### 14 Debtors

	2018 £	2017 £
Trade debtors	28,036	52,660
Prepayments and accrued income	174,455	87,485
Other debtors	<u>8,924</u>	<u>-</u>
	<u>211,415</u>	<u>140,145</u>



## Northumbria Calvert Trust

### Notes to the Financial Statements for the Year Ended 30 November 2018 (continued)

#### 15 Creditors: amounts falling due within one year

	2018	2017
	£	£
Trade creditors	113,429	67,676
Other loans	4,540	4,326
VAT repayable	6,870	4,290
Other creditors	9,212	10,903
Accruals	205,741	166,281
	<u>339,792</u>	<u>253,476</u>

Creditors due within one year includes the following liabilities, on which security has been given by the charity:

	2018	2017
	£	£
Other loans	<u>4,540</u>	<u>4,326</u>

Other loans are secured by a fixed charge over the property in BATTERYHAUGH, Hexham, Northumberland, NE48 1HG which is included in fixed assets.

#### 16 Creditors: amounts falling due after one year

	2018	2017
	£	£
Other loans	<u>100,384</u>	<u>104,924</u>

Creditors amounts falling due after more than one year includes the following liabilities, on which security has been given by the charity:

	2018	2017
	£	£
Other loans	<u>100,384</u>	<u>104,924</u>

Other loans outstanding at the year-end include instalments due after more than five years of £76,203 (2017: £86,181). This loan is secured by a fixed charge over the property in BATTERYHAUGH, Hexham, Northumberland, NE48 1HG which is included in fixed assets.

## Northumbria Calvert Trust

### Notes to the Financial Statements for the Year Ended 30 November 2018 (continued)

#### 17 Pension and other schemes

##### Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £52,613 (2017 - £53,583).

#### 18 Funds

	Balance at 1 December 2017 £	Incoming resources £	Resources expended £	Transfers £	Other recognised gains/(losses) £	Balance at 30 November 2018 £
<b>Unrestricted funds</b>						
<i>Unrestricted</i>						
Unrestricted Fund	120,542	1,655,092	(1,662,432)	286,798	-	400,000
<i>Designated</i>						
Fixed Assets	4,293,468	-	(232,525)	672,908	-	4,733,851
Realising Potential	<u>386,648</u>	<u>-</u>	<u>-</u>	<u>(286,798)</u>	<u>-</u>	<u>99,850</u>
	<u>4,680,116</u>	<u>-</u>	<u>(232,525)</u>	<u>386,110</u>	<u>-</u>	<u>4,833,701</u>
<b>Total Unrestricted funds</b>	<u>4,800,658</u>	<u>1,655,092</u>	<u>(1,894,957)</u>	<u>672,908</u>	<u>-</u>	<u>5,233,701</u>
<b>Restricted funds</b>						
Postlethwaite Fund	127,273	2,989	(40,000)	-	1,365	91,627
Realising Potential Appeal	316,720	202,224	-	(659,811)	-	(140,867)
Bursaries Fund	29,789	85,250	(84,166)	-	-	30,873
Sundry Appeals	<u>6,746</u>	<u>35,750</u>	<u>(17,250)</u>	<u>(13,097)</u>	<u>-</u>	<u>12,149</u>
<b>Total restricted funds</b>	<u>480,528</u>	<u>326,213</u>	<u>(141,416)</u>	<u>(672,908)</u>	<u>1,365</u>	<u>(6,218)</u>
<b>Total funds</b>	<u>5,281,186</u>	<u>1,981,305</u>	<u>(2,036,373)</u>	<u>-</u>	<u>1,365</u>	<u>5,227,483</u>

## Northumbria Calvert Trust

### Notes to the Financial Statements for the Year Ended 30 November 2018 (continued)

#### 18 Funds (continued)

The specific purposes for which the funds are to be applied are as follows:

The Postlethwaite Fund can be used to provide for the convalescence and maintenance of poor and respectable persons.

The realising Potential Appeal is a project to build various capital development projects and to fund revenue costs. At the year end there was a shortfall of £140,867 in the fund which will be funded by ongoing appeal activity.

The Bursaries Fund represents monies received towards the costs of guests' visits.

The Sundry Appeals Fund represents monies received for specific items and the transfer from these funds have been made as the monies have been expended.

The Fixed Assets Fund represents the amount of reserves which are held equal to the net book value of the fixed assets (as disclosed in note 11).

The realising Potential Fund represents the amount of reserves set aside for funding the Trust's plans to expand its facilities. £286,798 were transferred from this fund to the Unrestricted Fund to meet the reserves policy.

£672,908 were transferred from restricted funds to the designated Fixed Asset fund in conformity with the Trust's policy of holding fixed assets within this fund; the restrictions no longer applying following the defrayal of funds for the purchase of the fixed assets.

#### 19 Analysis of net assets between funds

	Unrestricted fund £	Designated fund £	Restricted funds £	Total funds £
Tangible fixed assets	-	4,733,851	-	4,733,851
Fixed asset investments	-	-	89,028	89,028
Current assets	594,385	204,774	45,621	844,780
Current liabilities	(194,385)	(4,540)	(140,867)	(339,792)
Creditors over 1 year	-	(100,384)	-	(100,384)
Total net assets	<u>400,000</u>	<u>4,833,701</u>	<u>(6,218)</u>	<u>5,227,483</u>

## Northumbria Calvert Trust

### Notes to the Financial Statements for the Year Ended 30 November 2018 (continued)

#### 20 Analysis of net funds

	At 1 December 2017 £	Cash flow £	At 30 November 2018 £
Cash at bank and in hand	1,102,995	(480,546)	622,449
Debt due within one year	(4,326)	(214)	(4,540)
Debt due after more than one year	(104,924)	4,540	(100,384)
Net funds	<u>993,745</u>	<u>(476,220)</u>	<u>517,525</u>

#### 21 Related party transactions

During the year the charity made the following related party transactions:

##### The Calvert Trust

The Calvert Trust is a sister charity of Northumbria Calvert Trust. During the year The Calvert Trust made donations of £7,381 (2017: £5,280) and was recharged fundraising expenses of £3,945 (2017: Nil). At the balance sheet date the amount due was £Nil (2017: £Nil).

##### Exmoor Calvert Trust

Exmoor Calvert Trust is a sister charity of Northumbria Calvert Trust. During the year Northumbria Calvert Trust was recharged £108 (2017: £Nil) and recharged expenses of £332 (2017: Nil). At the balance sheet date the amount due was £Nil (2017: £Nil).

##### The Lake District Calvert Trust

The Lake District Calvert Trust is a sister charity of Northumbria Calvert Trust. During the year Lake District Calvert Trust recharged expenses of £960 (2017: £Nil) and was recharged £108 (2017: £Nil). At the balance sheet date the amount due was £Nil (2017: £Nil).