

Charity Registration No. 1073909

Company Registration No. 3685906 (England and Wales)

**ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS
LIMITED**

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2019

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Anandana Bakshi Simeon Galpert Brian Thomson Martin Waldron Rev'd Canon Pam Wise MBE
Project Director	Christine Wyard
Charity number	1073909
Company number	3685906
Principal address	All Saints Church Centre Gosforth Lane South Oxhey Watford Hertfordshire WD19 7AX
Registered office	All Saints Church Centre Gosforth Lane South Oxhey Watford Hertfordshire
Independent examiner	Gary Howard FCA Howard Wilson Chartered Accountants 36 Crown Rise Watford Hertfordshire WD25 0NE
Bankers	Barclays Bank plc Leicester LE87 2BB

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

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ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2019

The trustees present their report and financial statements for the year ended 31 March 2019.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016).

Objectives and activities

Our charitable objectives, as defined by the Articles of Association, are: -

The relief of those in need, by reason of unemployment, social deprivation, poor educational attainment, mental health issues or special needs, within the Three Rivers District of Hertfordshire and surrounding areas.

In furtherance of the objectives, the Charity may provide advice, education, training and any other reasonable assistance to support individuals and the local community.

ASCEND opened in August 1996 at All Saints' Church Centre, South Oxhey. It was founded by a small group of local people, led by the Revd Ann Douglas, to counteract the problems of unemployment, social deprivation and learning difficulties and/or disabilities. ASCEND continues to operate its administration, advice, counselling and some courses from the church premises. It is important to stress that ASCEND welcomes all who come through its doors no matter what their beliefs, background and ethnicity. All are treated on an equal basis.

There is considerable evidence to support the trustees' view that ASCEND enjoys very good relationships with its clients, the wider community, and its funders.

ASCEND's services are available to anyone living in South Oxhey, the Three Rivers District and surrounding areas. We aim to:-

- Provide education and training opportunities with particular emphasis on literacy, numeracy and IT. To help build the necessary practical skills to enable clients get the most out of work, education and everyday life. To provide opportunities for our clients to acquire new proficiencies and to improve their confidence and self-esteem which will result in them having greater control over their lives with more life choices being available to them
- Provide expert advice and guidance to increase opportunities to work, both on a paid and voluntary basis.
- Move people forward by tackling barriers to education and training and in particular work with those in our community who are most challenged by difficult circumstances including mental health issues, poverty and social isolation.

Public benefit statement

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

Achievements and performance

ASCEND has a reputation for excellence and each year we build on our successes and continue to provide resources and assistance to all those that seek our help. During the year 2018-19 hundreds of people have been helped, advised and trained through the work of ASCEND courses, including at our Step-Up centre and the Dig Deep gardening project. Over the year at ASCEND we have had 35 volunteers and tutors who have led 526 clients through 47 courses. These courses have included life skills in Maths, English, IT and English as a Second Language but many clients have also benefitted from courses such as Bikeability which led to National Standards Cycling Proficiency certificates in levels 1, 2 and 3 and hospitality training from which the clients received Level 2 certificate in Hospitality and Catering and also a Level 2 certificate in Food Hygiene. In partnership with Skanska we led a three month course, Routes to Employment, which provided clients with invaluable work experience, advice and assistance to find work.

At Step-Up, 39 Oxhey Drive, we have provided support and training for many vulnerable clients who have complex life issues including drug and alcohol misuse, mental and physical health issues, social isolation and many other life struggles. We continue to work closely with other agencies such as Herts Mind Network who have given support with their Community Support and Domestic Abuse services and other organisations such as Community Action Dacorum and Druglink, both of whom regularly use the building as a drop-in meeting/mentoring space for their clients. An important part of our work at Step-Up this year has been the Building Better Opportunities programme (BBO) which works with clients who are often the hardest to reach and have the most complex life issues. The programme enables individual support with problems arising from mental and physical issues and addictions by which it attempts to tackle some of the complex life issues that arise from poverty and unemployment. Step-Up has become a safe haven for many clients who are socially isolated and lack confidence. They meet together at the weekly Wednesday BBO Hub Day where they can take part in a variety of crafts such as sketching, knitting and crochet or they simply relax and chat or learn from well-being training such a recent Healthy Eating course. There are also several Self Organised Groups that meet together for learning and fellowship – these include a creative writing class and the sewing group, Sew Inspired. Everyone is also invited listen to inspirational speakers or attend the weekly job club. The weekly job club helps to break the cycle of benefit dependency through specialist support in advancing their job searching skills, raising their self-awareness of their skills and what they have to offer employers. It also supports jobseekers and helps them to continue to meet with the relevant conditionality requirements in receiving their weekly benefits from Jobcentre Plus. Over the year there has been 6,612 visits to Step-Up for a great many reasons, more than 2,000 of those were people attending the weekly BBO Hub.

Our Community Garden and Allotment Project, Dig Deep, continues to provide training and support for a number of the most vulnerable people who may find it difficult to engage in other ways. This year they have worked on a number of major changes to the site with re-landscaping and reclaiming areas for new water features. Six new members joined during the year and not only could they take part in developing the allotment but they could also learn new skills from courses such as learning how to encourage wildlife into the garden. In July the team went to Borehamwood where they learned how to create a sensory garden. For many years there has been a need for an indoor training area and in April we were delighted when the Lord-Lieutenant of Hertfordshire, Robert Voss CBE, officially opened our new Dig Deep cabin. This year some members of the Dig Deep team have also been involved in the newly created ASCEND Gardening Action Project when they go out to assist with tidying the gardens of vulnerable members of the local community.

There is no doubt that clients are not only supported but also, in many cases, the quality of their lives has been greatly improved by all that ASCEND, Step-Up and Dig Deep have to offer. The success of our courses and the numbers attending all areas of the project show that the need for such training and support is still vitally important to many in our society who have not been able to achieve their potential through established, mainstream routes. We aim to reach the hardest to reach and to give them new opportunities for a better life; hopefully we can lead them into employment but sometimes their lives can be changed simply by being given self-confidence and a social life. This year has been another very successful year but it has only been possible with the support of all our funders including, among many others, Hertfordshire Adult and Family Learning Service (HAFLS), The Big Lottery Community Fund and The Henry Smith Charity. We are enormously grateful to all those who have helped to fund the project this year.

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

Highlights of the year include:

- ASCEND was chosen as only one of ten charities to work on the 'Building Effectiveness Programme' sponsored by the Herts Community Foundation - February 2019
- BBO Volunteers awarded runners up in the HAFLS Learner Celebrations – June 2018
- ASCEND won HAFLS Provider of the year – July 2018
- Awarded the Matrix Standard for the 5th time - September 2018
- Leaders Invited to attend a reception at Northwood Base – October 2018
- CEO presented workshops at the Voluntary Sector Conference on 'Social Prescribing' – November 2018
- BBO clients won 3rd place in the Hertfordshire Sustainable Development Art Competition – December 2018
- ASCEND sponsored by The Worshipful Company of Marketors to produce Marketing Strategy – February 2019

Staff and Volunteers

Our Chief Executive Officer is Christine Wyard. Reporting to the CEO were nine staff and one consultant. They are a Guidance Worker, Course Leader, Outreach Worker, Administrator, Facilities Manager at Step Up, Volunteer Co-ordinator, Social Media Officer, Financial Assistant, Learning Mentor and Community Engagement Officer. The Fundraiser is a consultant. The Volunteer Co-ordinator oversees 50 dedicated and hard working volunteers. The work of volunteers includes meeting and greeting clients, giving one-to-one help in classes, counselling, acting as IT tutors, carrying out IT maintenance and a range of administrative tasks

There were several staff changes during the year. In August both the Learning Mentor, Mina Patel, and the Step-Up facilities Manager, Miriam Cox, both left to begin new lives in the USA. They had both been extraordinary members of staff who contributed a great deal to the BBO project. In October Liz Fraser moved from her role as Guidance Worker to take up the position of Step-up Facilities Manager and Eileen Saunders began work as the new BBO Mentor. In August our Finance Officer, Ian Monument, left to take up a new post and in November Ingela Karlberg took over the role of Finance Officer. In January 2019 Julia Sanderson started work as our Guidance Worker.

The trustees are extremely grateful for all that the staff do for the project and for the clients. The success of the project is due to the care and attention the staff give to every client and to their commitment to the overall aims of improving the lives of those who are disadvantaged. Their hard work and dedication has led to the very high reputation of ASCEND both locally and wider afield.

We consider it to be very important that staff continue with their own professional development and they are strongly encouraged to work towards new qualifications and to attend, conferences, workshops and relevant courses.

Financial review

In the year under review, the charity's expenditure exceeded incoming funds by £1,869. This was split between a surplus on unrestricted funds of £14,122 and a deficit on restricted funds of £12,253.

Funds in hand at 31st March 2019 amounted to £173,324, of which £129,010 was classified as restricted, to be applied to the continuation of existing contracts and projects into 2019/2020.

ASCEND's largest single source of funds was £93,656 from the Herts Adult and Family Learning Service. We received £70,799 from the Big Lottery (Involve 2 Evolve The Next Steps) for the fourth year of a five-year programme. Our work on the Building Better Opportunities contract funded by the European Social Fund and the Big Lottery generated an income of £49,497. We also received £35,900 from the Henry Smith Charity as the first instalment of a two year grant.

We continue to be grateful for the many donations that ASCEND has received from individuals, from churches and from other bodies. These came to a total of nearly £28,000 during the year under review which, we trust, is evidence of the regard in which our work is appreciated in our locality.

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

Reserves policy

Last year our objective was to retain reserves equal to one month's expenditure and this year we were able to achieve that goal. The improvement in our financial position has brought the balance of unrestricted funds to £44,314, which is equivalent to one month's total expenditure. The grants and contracts that form the main source of ASCEND's income are treated as Restricted Funds. They are secured and, subject to meeting performance requirements, are paid regularly in accordance with terms agreed before the work commences. The trustees monitor the position on at least a monthly basis and are thus able to initiate any necessary corrective action should that appear to be desirable.

Investment policy

The trustees have the power "to invest the moneys of the Company not immediately required for the furtherance of its objects in or upon such investments, securities or property as may be thought fit, subject nevertheless to such conditions (if any) and such consents (if any) as may for the time being be imposed or required by law." Funds surplus to immediate requirements are currently held on interest-bearing bank deposits.

Risk management

The trustees annually assess the major risks to which the charity is exposed. These risks include damage to ASCEND's reputation, criminal acts, data loss, health and safety, pension liabilities, loss of key members of staff and management, and changes to funding sources. The Trustees are satisfied that systems are in place to mitigate exposure to those risks.

Internal risks are minimised by the implementation of procedures for the authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of ASCEND. These procedures are periodically reviewed to ensure that they still meet the needs of ASCEND.

Plans for the future

Our recent experience is that the need for skills development and social support is as great as ever, perhaps greater in some quarters. Our vision is to continue helping those who are struggling and socially marginalised to access opportunities; this will be done through both training and our ongoing health and wellbeing agenda. We intend to continue providing a range of services - training, career advice, counselling, mentoring and social support - in partnership with other organisations. ASCEND is reviewing its future strategy with the aim of charting the way forward in more detail by the end of 2019.

Structure, governance and management

All Saints Centre for Employment and New Directions Limited is a company limited by guarantee. Its governing document is the Memorandum and Articles of Association (September 2011). The company is universally known and referred to as ASCEND.

The trustees, who are also the directors for the purpose of company law, and who served during the year were: Anandana Bakshi, Simeon Galpert, Brian Thomson, Martin Waldron and the Rev'd Canon Pam Wise. The trustees are appointed by the members of the Company, and other members of the management board are recruited by the trustees. Between them the members of the management board have considerable experience in business, government, education, and social work. Christine Wyard has been CEO for 17 years. Each member of the management board accepts personal responsibility for keeping abreast of changes affecting the work of ASCEND. The trustees are constantly aware of the need to recruit new trustees, particularly people with much needed experience or skills such as human resources or a with legal background. Anybody invited to become a trustee will have had to attend management board meetings before undergoing an induction training.

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2019

ASCEND is managed by a board of Trustees consisting of:-

Anandana Bakshi
Simeon Galpert
Brian Thomson
Martin Waldron
Rev'd Canon Pam Wise MBE

The management committee is made up of the trustees, Ingela Karlberg (Finance Officer) and Christine Wyard, the CEO. David Wallis has been ASCEND's treasurer since the beginning of the project in 1996 but following the appointment of Ingela Karlberg he is now gradually handing over the tasks and will be able to fully retire in the very near future. Ingela took over from the previous Finance Officer, Ian Monument, who left in August 2018 to take up another post.

The committee holds formal management meetings monthly. At each meeting the treasurer submits accounts showing, monthly and cumulatively, income and expenditure, compared with budget, and gives a verbal report which, among other things, deals with cash available to meet anticipated levels of expenditure and funding expected to be available in the short term. The Trustees are well aware of their responsibility for ensuring that ASCEND does not continue activities whilst insolvent. The financial sub-committee meets at least once a quarter. The sub-committee, which is made up of 3 trustees plus the treasurer, fundraiser and CEO, reports back to the management committee.

The budget is prepared prior to the beginning of the financial year.

The CEO submits a written report to each management meeting, covering all aspects of the preceding month. The report is discussed in detail and together with the financial statements provides the basis for most of the decisions taken by the board.

The Trustees and members of the management team take the major decisions for ASCEND, in particular:

- proposals for the development of the Project.
- the recruitment, dismissal and remuneration of all staff.
- the approval of and supervision of ASCEND's policies on financial and personnel management and other matters.
- the approval of major submissions to funders.
- the approval of budgets and forward business plans.
- approve the signatories to bank accounts and the limits placed on those signatories.
- the opening and closing of all bank accounts.
- major matters affecting accommodation.

Decisions relating to the day by day running of ASCEND are taken by Christine Wyard, our experienced and effective CEO. Christine has ready access to the trustees and other members of the management board.

The trustees' report was approved by the Board of Trustees.

Pamela Wise

Rev'd Canon Pam Wise MBE
Trustee
Dated: 25 November 2019

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2019

The trustees, who are also the directors of All Saints Centre for Employment and New Directions Limited for the purpose 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 which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

I report to the trustees on my examination of the financial statements of All Saints Centre for Employment and New Directions Limited (the charity) for the year ended 31 March 2019.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Gary Howard FCA

Howard Wilson Chartered Accountants
36 Crown Rise
Watford
Hertfordshire
WD25 0NE

Dated: 25 November 2019

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2019

	Notes	Unrestricted funds £	Restricted funds £	Total 2019 £	Total 2018 £
Income:					
Donations and legacies	3	25,886	20	25,906	36,867
<i>Income from charitable activities:</i>					
Employment advice and training	4	2,609	329,711	332,320	317,406
Investments	5	75	-	75	37
Total income		28,570	329,731	358,301	354,310
Expenditure:					
<i>Cost of raising funds</i>					
Costs of generating donations and legacies	6	3,103	14,649	17,752	13,003
<i>Expenditure on charitable activities:</i>					
Employment advice and training	7	8,284	330,396	338,680	319,108
Total expenditure		11,387	345,045	356,432	332,111
Net incoming/(outgoing) resources before transfers		17,183	(15,314)	1,869	22,199
Gross transfers between funds		(3,061)	3,061	-	-
Net income/(expenditure) for the year/ Net movement in funds		14,122	(12,253)	1,869	22,199
Fund balances at 1 April 2018		30,192	141,263	171,455	149,256
Fund balances at 31 March 2019		44,314	129,010	173,324	171,455

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

BALANCE SHEET

AS AT 31 MARCH 2019

	Notes	2019 £	£	2018 £	£
Current assets					
Debtors	11	7,520		3,626	
Cash at bank and in hand		192,221		180,521	
		<u>199,741</u>		<u>184,147</u>	
Creditors: amounts falling due within one year	12	(26,417)		(12,692)	
Net current assets			<u>173,324</u>		<u>171,455</u>
Income funds					
Restricted funds	14	129,010		141,263	
Unrestricted funds		44,314		30,192	
		<u>173,324</u>		<u>171,455</u>	

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2019.

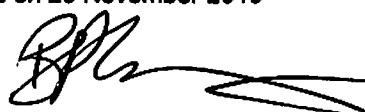
The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

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

The financial statements were approved by the Trustees on 25 November 2019

Pamela Wise

Rev'd Canon Pam Wise MBE
Trustee



Brian Thomson
Trustee

Company Registration No. 3685906

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2019

1 Accounting policies

Charity Information

All Saints Centre for Employment and New Directions Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is All Saints Church Centre, Gosforth Lane, South Oxhey, Watford, Hertfordshire.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are funds received which can only be used for the specific purpose as laid out by the donor. Expenditure which meets this criteria is identified to the fund, together with a fair allocation of overhead costs. The aim and use of each restricted fund is set out in the note to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

1 Accounting policies **(Continued)**

1.5 Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis inclusive of VAT.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Tangible fixed assets are stated at cost less depreciation. The Trustees have a policy of charging individual items costing less than £1,000 directly to the Statement of Financial Activities in the year of purchase. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Fixtures, fittings & equipment	over 4 years
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.10 Retirement benefits

The charity participates in a defined benefits pension scheme. The scheme is a multi-employer scheme and as a result is accounted for as though it is a defined contribution scheme, see also note 13 for further details. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.11 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Total
	2019	2019	2019	2018
	£	£	£	£
Donations and gifts	25,886	20	25,906	21,267
Grants receivable for core activities	-	-	-	15,600
	<u>25,886</u>	<u>20</u>	<u>25,906</u>	<u>36,867</u>
For the year ended 31 March 2018	<u><u>36,867</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>36,867</u></u>
Grants receivable for core activities				
St Albans Diocesan Board of Finance	-	-	-	15,000
Marsh Christian Trust	-	-	-	600
	<u>-</u>	<u>-</u>	<u>-</u>	<u>15,600</u>
	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>15,600</u></u>

**ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS
LIMITED**

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

4 Employment advice and training

	2019 £	2018 £
Courses and Career Services	45,031	53,127
Grants receivable	287,289	264,279
	<u>332,320</u>	<u>317,406</u>
Analysis by fund		
Unrestricted funds	2,609	
Restricted funds	329,711	
	<u>332,320</u>	
For the year ended 31 March 2018		
Restricted funds		<u>317,406</u>
Grants were received from the following:		
Big Lottery Fund	70,799	102,701
Hertfordshire County Council - Building Better Opportunities	49,497	51,346
Hertfordshire County Council - HAFLS	93,656	74,644
Hertfordshire County Council - DCLG Migration Fund	25,200	15,350
Peoples Health Trust	1,182	2,365
John Apthorp Charity	-	6,000
John Lewis	-	4,750
Thrive Homes	10,000	-
St Mary's Rickmansworth	1,004	1,250
Henry Smith Charity	35,900	-
Other	51	5,873
	<u>287,289</u>	<u>264,279</u>

5 Investments

	Unrestricted funds	Total
	2019 £	2018 £
Interest receivable	75	37
	<u>75</u>	<u>37</u>

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

6 Costs of generating donations and legacies

	Unrestricted funds	Restricted funds	Total 2019	Total 2018
	£	£	£	£
<u>Costs of generating donations and legacies</u>				
Fundraising and publicity	3,103	14,649	17,752	13,003
	<u>3,103</u>	<u>14,649</u>	<u>17,752</u>	<u>13,003</u>
For the year ended 31 March 2018				
Costs of generating donations and legacies	-	13,003		13,003
	<u>-</u>	<u>13,003</u>		<u>13,003</u>

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

7 Employment advice and training

	2019	2018
	£	£
Staff costs	193,585	195,941
Staff training	1,886	444
Counselling	235	235
Rent & rates	29,548	20,157
Insurance costs	5,185	4,953
Light & heat	7,197	5,662
Repairs & maintenance	4,838	5,727
Communications	5,843	6,216
Computer costs and sundry	11,053	13,100
Travel and subsistence costs	2,648	3,725
Postage & stationery	9,056	4,393
Project costs	2,431	-
Governance costs	1,512	1,500
Courses	63,403	56,654
Volunteers expenses	225	-
Legal & professional	35	401
	<u>338,680</u>	<u>319,108</u>
Analysis by fund		
Unrestricted funds	8,284	
Restricted funds	<u>330,396</u>	
	<u>338,680</u>	
For the year ended 31 March 2018		
Unrestricted funds		30,548
Restricted funds		<u>288,560</u>
		<u>319,108</u>

Governance costs comprise independent examiner's fees of £1,512 (2018: £1,500).

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2019

9 Employees

Number of employees

The average monthly number of employees during the year was:

	2019 Number	2018 Number
Direct charitable work	8	8
Management and administration	2	2
	<u>10</u>	<u>10</u>

Employment costs

	2019 £	2018 £
Wages and salaries	174,834	174,344
Social security costs	10,297	10,906
Other pension costs	8,454	10,691
	<u>193,585</u>	<u>195,941</u>

There were no employees whose annual remuneration was £60,000 or more.

10 Financial instruments

	2019 £	2018 £
Carrying amount of financial assets		
Debt instruments measured at amortised cost	70	-
	<u>70</u>	<u>-</u>
Carrying amount of financial liabilities		
Measured at amortised cost	23,177	9,291
	<u>23,177</u>	<u>9,291</u>

11 Debtors

	2019 £	2018 £
Amounts falling due within one year:		
Other debtors	70	-
Prepayments and accrued income	7,450	3,626
	<u>7,520</u>	<u>3,626</u>

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2019

12 Creditors: amounts falling due within one year

	2019	2018
	£	£
Other taxation and social security	3,240	3,401
Other creditors	3,134	1,598
Accruals and deferred income	20,043	7,693
	<u>26,417</u>	<u>12,692</u>

13 Retirement benefit schemes

Defined contribution schemes

ASCEND participates in the Pension Builder Scheme of the Church Workers Pension Fund. Benefits are provided under the Pension Builder Classic section of the Scheme. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the Scheme separately from the Employer and other pension schemes administered by the Board.

Contributions to the Pension Builder Classic are converted immediately on receipt into a guaranteed pension payable from normal retirement age. The terms of the Scheme are set by the Church of England Pensions Board from time to time. Bonuses may also be declared, depending upon the investment returns and other factors. The Scheme is classed as a defined benefit scheme due to the guaranteed benefits.

The Scheme is considered to be a multi-employer scheme, as described in Section 28 of Financial Reporting Standard 102. This means that it is not possible to attribute the assets and liabilities to specific employers and contributions are accounted for as if the Scheme was a defined contribution scheme. The pensions costs charged to the Statement of Financial Activities in the year are the contributions payable.

The Pension Builder Scheme is subject to an actuarial valuation once every three years. The most recent completed valuation was completed as at 31 December 2016. This revealed, on the ongoing assumptions used, a surplus. There is no requirement for deficit payments at the current time.

The charge to profit or loss in respect of defined contribution schemes was £8,454 (2018 - £10,691).

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds		Movement in funds		Transfers	Balance at 31 March 2019
	Incoming resources	Resources expended	Incoming resources	Resources expended		
	£	£	£	£	£	£
Furzehill House (Start ups)	1,522	-	-	-	-	1,522
Employment advice and training	78,276	(152,545)	156,772	(191,770)	-	108,641
Big Lottery	27,322	(91,647)	92,801	(90,593)	-	8,682
Step-Up	-	(36,206)	42,404	(43,761)	3,061	-
Dig Deep Allotment Project	18,300	(21,165)	25,429	(18,921)	-	10,165
	<u>125,420</u>	<u>(301,563)</u>	<u>317,406</u>	<u>(345,045)</u>	<u>3,061</u>	<u>129,010</u>

Furzehill House (Start ups) relates to funds received to provide for grants for young people setting up in new accommodation.

The Employment advice and training fund relates to funds given specifically for the charity's work in providing employment advice and training to its clients. This has been funded, among others, by Hertfordshire County Council, HAFLS, The Henry Smith Charity, Thrive Homes and St Mary's Rickmansworth.

The Big Lottery relates to project work funded by the National Lottery.

Step Up is operated by ASCEND from 39 Oxhey Drive and provides facilities for ASCEND and a range of organisations to use for engaging with clients from the community.

The Dig Deep Allotment training project is run by ASCEND in partnership with Farming for All CIC. It is part of ASCEND's Involve 2 Evolve project funded by The Big Lottery. It is funded by the Big Lottery Awards for All scheme, Thrive Homes, John Lewis, the People's Health Trust and Groundwork.

ALL SAINTS CENTRE FOR EMPLOYMENT AND NEW DIRECTIONS LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

15 Analysis of net assets between funds

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £	Total 2018 £
Fund balances at 31 March 2019 are represented by:				
Current assets/(liabilities)	44,314	129,010	173,324	171,455
	<u>44,314</u>	<u>129,010</u>	<u>173,324</u>	<u>171,455</u>

16 Related party transactions

There were no disclosable related party transactions during the year (2018 - none).