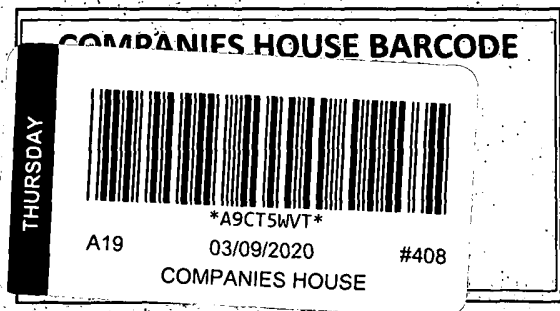
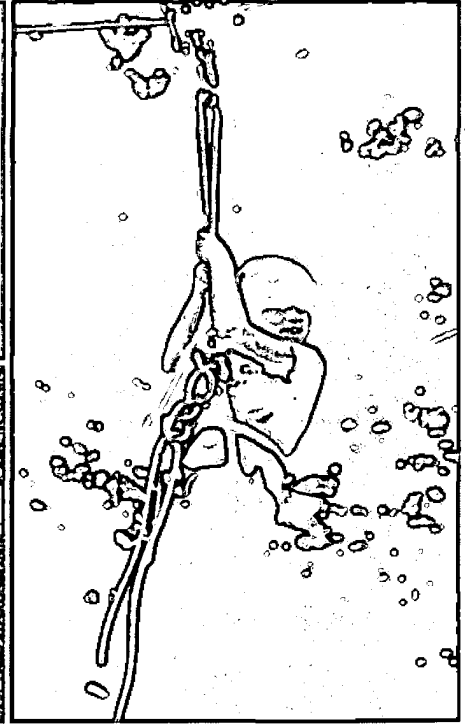
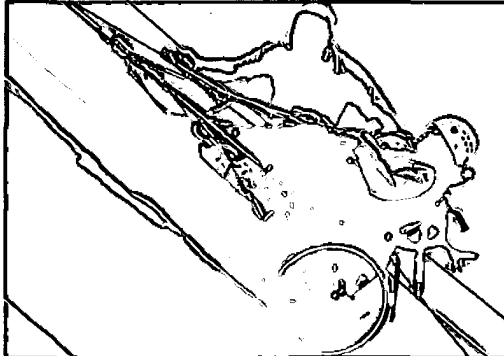
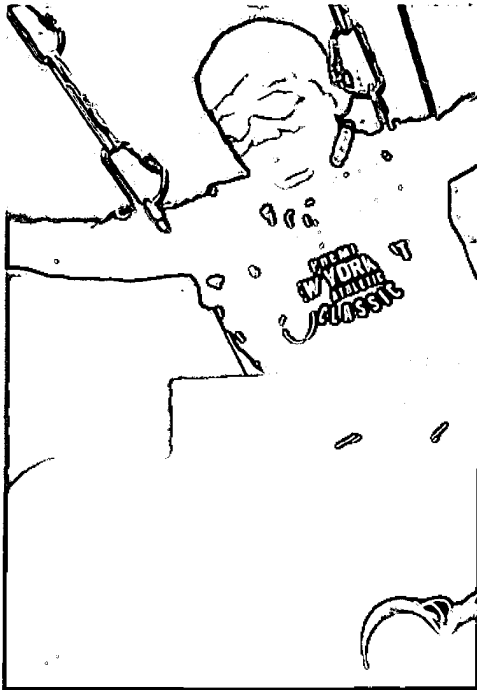


# SEPARATOR SHEET





# BENDRIGG TRUST

## ANNUAL REPORT AND FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 DECEMBER 2019



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# CHAIRMAN'S STATEMENT

Standing by the picture window in Acorn House lounge, hundreds of our visitors in 2019 had their first view of the stunning location of Bendrigg: our beautiful grounds, miles of open countryside beyond and the backdrop of distant mountains. And in February 2019 we were delighted to welcome HRH Sophie, Countess of Wessex, who, along with the opportunity for many of our staff and visitors to meet her, formally launched our Adventure for All - Promoting, Sharing, Inspiring project.

Some 2,600 young people and adults alongside visiting staff and hundreds of volunteers have climbed on site and on the crags of the Lake District, canoed on Killington Reservoir and Windermere, caved in Ingleton and other below ground locations. They have loved the natural environment of our site, enhanced with the planting of new trees, and made more accessible for wheelchair users with a new walkway. Six films have captured so much of this and above all demonstrate the excitement and joy – the spirit of Bendrigg – which our visitors experience. Marketing and fundraising have been a major focus in 2019 and has included the creation of these six outstanding Adventure for All Films: we give great thanks to Adamedia for their support with these.



**Rachael Hodgson**  
**Chairman**

We have also seen development of our website, creation of our first Impact Report, a new Fundraising Pack and considerable fundraising success. Onsite activities have been enhanced by the creation of a new zip wire, cycle shed, Tee Pee and upgraded sensory room while our transport has benefited with our new red bus. Our huge thanks go to all our sponsors and supporters: we simply could not operate without your generosity. Particular thanks go to the ScottishPower Foundation and Mary Kinross Charitable Trust.

Most importantly, our thanks are given to the commitment, professionalism and enthusiasm of our staff team so ably led by the Principal, Nick Liley. Thank you also to all of our volunteers and Trustees, including our new members Shelagh McGregor and Monty Matthews, whose ongoing support is truly invaluable. As Trustees, Don Harding and Giles Wingate-Saul step down following 16 and 14 years respectively. We give deep thanks for the dedicated support which they have given to Bendrigg throughout these years: their expertise and professionalism will be deeply missed.

I give great thanks to John Holmes, who stepped down as Chairman of Trustees in May. Fortunately, his outstanding contribution to Bendrigg continues through his presence on the Management Team and planning of projects.

As we entered 2020, we looked forward to more new ventures including the upgrading of Oakwood and forward planning for the refurbishment of the Lodge. Unfortunately, due to the outbreak of the Covid-19 pandemic, all projects have had to be temporarily put on hold.

Following the closure of Bendrigg for the duration of the lockdown, the Trustees have held a significant number of Extraordinary Council meetings – a minimum of one each month – and our finances are being audited on a monthly basis. A small team of staff, led by the Principal, have continued working whilst the majority of our staff team have been furloughed. A robust programme, following government guidelines, is now being prepared to facilitate our reopening as soon as is appropriate, with all relevant procedures in place.

We recognise that the need for Bendrigg, and our resources, provided within a safe and secure environment will be needed even more by our visitors. We look forward with great optimism to our reopening and our ability to welcome you all back to Bendrigg.

# REPORT OF THE TRUSTEES

The Trustees, who are also Directors for the purpose of Company Law, have pleasure in presenting their report and financial statements of the Charity for the year ending 31st December 2019.

## VISION

An inclusive society where everyone is equal.

## MISSION

We aim to promote inclusion, encourage independence and build self-confidence through the provision of adventurous activities.

## VALUES

We passionately believe in...



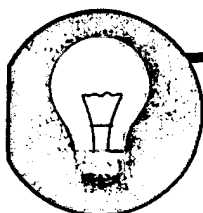
### People

We listen & empathise; working together to support & value everyone for the part they play.



### Outdoor Environment

We value our natural environment. Together with our visitors, we foster a sense of appreciation & environmental awareness.



### Solutions Not Problems

Everyone is different. With a flexible approach, we adapt & encourage everyone to achieve their potential.



### Innovation

As a specialist centre, we are forward thinking, pioneering & continually developing to ensure we remain a leader in our field.



### Safety / Risk Benefit

Everyone's wellbeing is paramount in everything we do & we believe in the benefits of adventure & learning to manage risk.



### Outdoor Learning

We believe in the long term benefits of outdoor learning & the essential part it plays in the growth & development of our visitors.

# OBJECTIVES & ACTIVITIES

At Bendrigg Trust, we understand the importance of empowering disabled people with the attitudes, skills and behaviours they need to make positive decisions in their lives. Ultimately this will enable them to thrive in their education, at home and socially, throughout their lives. We do this through:

## Residential Experience

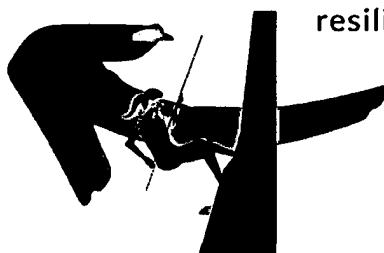
Research has shown that residential:

- impact on relationships between peers, as well as between staff and students
- develop resilience, self-confidence and well-being
- improve engagement with learning, behaviour and being prepared for transitions into new environments



## Social Inclusion

Social inclusion involves making meaningful connections and participating in fulfilling activities. Supportive adults outside the home can foster trust and act as gatekeepers for the future. Research shows that feeling socially included can reduce loneliness, increase happiness and improve mental and physical health.



## Inclusive Adventure

Adventure provides opportunities for individuals to respond to challenge and uncertainty. When positively experienced, this encourages them to embrace, rather than avoid, challenge and uncertainty in the future. Research confirms that adventure in natural environments improves outcomes such as self-efficacy, resilience and well-being.

## Strategically, we aim to :



Be financially sustainable



Exhibit effective governance & inspirational leadership



Develop our staff and deliver excellence



Be at the forefront of activity delivery for people with disabilities



Continuously improve safety standards



Maintain excellence in the Bendrigg facilities

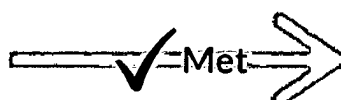
# KEY OBJECTIVES FOR 2019

Continue to deliver programmes of life enhancing and stimulating personal development courses to our visitors and achieve occupancy of 8,970 bed nights in the Lodge and Acorn House.



The final bed night occupancy achieved in 2019 was 8,649. This is 321 bed nights below target and was due to lower than expected visitor numbers in the first two months of the year.

Provide volunteer placements for offenders or those at risk of offending through the Bendrigg Alternative Scheme



22 placements were organised in 2019

Strive to improve the current financial position of the Trust by achieving a budget surplus



The expected £100 budgeted surplus was exceeded with the accounts showing an actual surplus of £33,458

Improve the accessibility of the Bendrigg Trust site



Work was completed on a new accessible path through the grounds

Move to a more cloud-based computing and telecommunications model



A new cloud-based CRM and VOIP phone system was implemented during the year

Continue to develop activities to enhance the visitor experience



Improvements were made to many of our accessible adventure activities

Develop online media in order to promote our work and inspire more people with disabilities to get outdoors and keep active



Six inspirational short films were produced, one of which received an award at the 2020 Rare Disease Film Festival

Achieve a revenue income target from visitor fees of £858,608



Visitor income was £120,000 short of target, due to lower than expected visitor numbers and the continuing financial difficulty faced by visitors

Achieve a fundraising target of £250,000



Voluntary income was £155,000 above target due to significant successes with grants from Trusts and Foundations

# ACHIEVEMENTS & PERFORMANCE

## 2019 AT A GLANCE

### Total people supported in 2019

We enabled 2,595 people with disabilities to access outdoor activity courses supported by 1,288 visiting staff members. This resulted in 8,649 bednights achieved in 2019.

### New Accessible Pathway

Thanks to a grant from the Hartley Trust, we have been able to install a fully accessible pathway in the grounds of Bendrigg Trust, enabling people to independently and safely access the grounds and activities.

*"Yet again, the Bendrigg experience for our school has been nothing short of 'magical'."*

*Sanderson High School*

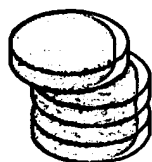


### Adventure for All Project

#### Promoting, Sharing, Inspiring

Despite seeing a 10% increase in applications for funding support, our Adventure for All project enabled us to provide life changing experiences to over 858 people by offering sponsorship for their courses. Thanks to the generosity of the ScottishPower Foundation, the fund was officially launched by HRH The Countess of Wessex on 6th February 2019. In addition to the direct support, the project also provided funds to create six inspirational films to encourage more people to get outdoors and keep active. It enabled Bendrigg to produce a fundraising pack designed to support people to find their own funding for their next outdoor adventure.

#### Sponsorship



Providing life changing experiences to over 858 people by offering essential funding for their courses

#### Videos



We created six inspirational films to show the benefits of adventure activities and to encourage more people to get outdoors and to keep active

#### Funding Pack



We also produced a fundraising pack designed to support people to find their own funding for their next trip



## Bendrigg Alternative (BA) Scheme

The BA scheme is a unique project providing life-changing opportunities for offenders, or people at risk of offending, to become volunteers at Bendrigg for a week at a time. Our ultimate objective is to reduce the risk of re-offending. In 2019 we were able to offer 22 placements to 9 people. In an attempt to portray the significant benefits of the scheme, in 2019 we produced a very moving "Bendrigg Alternative" film.



*"The Bendrigg experience allows us, as offenders to remove the institutionalised feelings we have, where we are rewarded with trust, kindness and honesty. It helped me personally accept who I was and that I have a worth. This has held no bounds upon release as I am now finding success in work and most importantly with my family."*

Former BA Volunteer



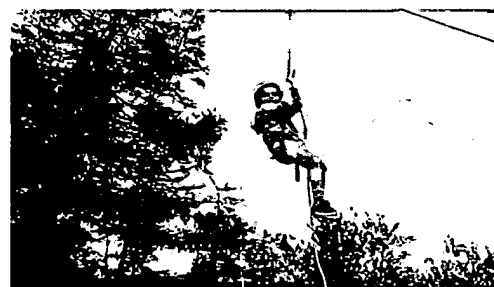
## Financial Achievements

We are delighted to report a £33,458 surplus in 2019. This is largely due to the incredible generosity of our supporters and donors. The grant from the ScottishPower Foundation provided much needed sponsorship funding to those visitors who could not afford the full fees.

Increasingly, groups and individuals tell us they are financially struggling as they face continued cuts, making it even more necessary for Bendrigg to provide sponsorship funding. £106,379 of funding was secured to subsidise the Bendrigg Trust fees in 2019 and £100,000 of additional sponsorship was provided to those people most in need

## Activity Developments

We have seen significant activity developments in 2019. At the end of 2018, it became clear that the old zip wire was in need of replacement. This project was completed and the activity back up and running in February 2019. Thanks to the generous financial support of donors, a new teepee and a second cycle shed were installed and the bird hide was refurbished with the help and support of volunteers. A new accessible minibus was purchased following a successful fundraising campaign, enabling us to work with more people away from the Bendrigg site. Thanks to grants from the Greaves Solar Farm Community Trust and the Kirstin Royle Trust, the sensory room saw a refit, encouraging visitors to use the room independently where previously the majority of controls were extremely complex and inaccessible to groups. This has also led to weekly 'drop-in' sessions which enabled the local community to benefit from this space.

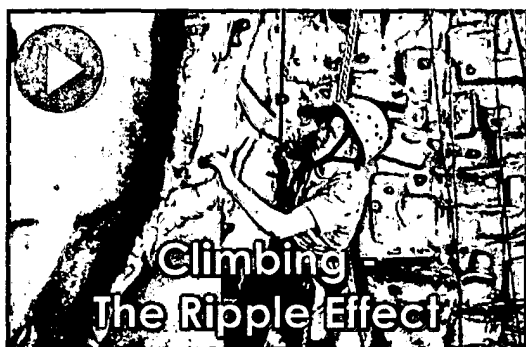


## IT and Phone System

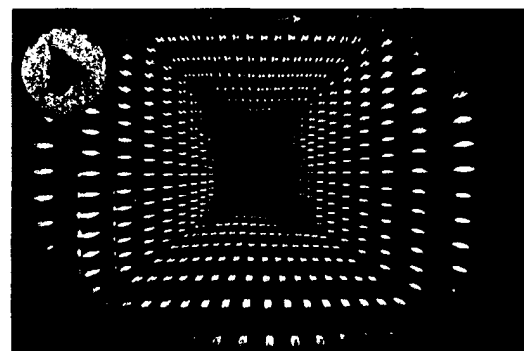
The introduction of B4RN (Broadband for the Rural North) hyper fast fibre broadband to Bendrigg has allowed us to make significant changes to our IT and phone systems. Bendrigg changed to a VOIP phone system, which has had significant cost savings and in late 2019 we introduced a new cloud-based CRM database called Cinolla. This has already had a positive effect on our efficiencies in the office and we will continue to roll this out to other departments throughout 2020.

## Increased Community Engagement

Bendrigg continues to provide opportunities and activities for the local community. 2019 saw the continuation of our popular **climbing club** for local young people, supporting them to learn new skills, make new friends and challenge themselves. The story of one of our young climbers, Pip, was documented in a short film which won the best agency-charity collaboration prize at the **2020 Rare Disease Film Awards**. Improvements to our **sensory room** enabled us to open up this fantastic resource to local families which has proven very popular and allowed us to share our work with a wider audience. In November we also took part in the "Big Climate Fightback" with **local people planting trees** on the Bendrigg site as part of the Woodland Trust's mass tree planting campaign.



[Watch the film](#)



[Sensory Room Video](#)

## **Tree Top Trek Inclusivity Award**

Over the past two years, Bendrigg has been working with Tree Top Trek to make their activities more accessible. As well as investing in specialist equipment, staff have undergone Disability Awareness Training days and have made significant improvements to be more inclusive. In June 2019, Bendrigg Principal Nick Liley was honoured to join the team from Tree Top Trek at the annual Cumbria Tourism Awards, where they were 'highly commended' in the Accessible and Inclusive Tourism Award. Bendrigg is very proud to be working with a local business to make adventure accessible for all. Well done to the whole Tree Top Trek team.



## Big Give Christmas Challenge

2019 was the third year of taking part in the Big Give Christmas Challenge match-funding campaign and was our most successful to date. In less than 24 hours we had smashed our £12,000 target and in the end raised a staggering £17,618. All of these funds will support our Bendrigg Subsidy Fund, ensuring everyone can afford our fees.



[Big Give Blog Post](#)

# ACHIEVEMENTS & PERFORMANCE

## FUNDRAISING

*Fundraising continues to be a vital and increasing part of our ongoing operation. With fee income continuing to be under pressure there is an increased reliance on fundraised income to bridge the gap. To endeavour to meet this increasing need, 2019 saw the appointment of a new Fundraising & Marketing Officer, Martha Wood, to the Bendrigg team. Martha has been an invaluable addition and has made many of the projects and events outlined below possible. Her drive and motivation are a fantastic addition to the team and she has quickly become part of the Bendrigg Family. Fundraising will continue to be a high priority for Bendrigg to ensure that we can support as many people as possible irrespective of their financial background. We would like to take this opportunity to thank all those who have raised funds for Bendrigg in the past year, without whom much of our work would simply not be possible.*

In 2019 we were fortunate to be, once again, supported with a grant of £76,000 by the **ScottishPower Foundation** for our 'Adventure for All: Promoting, Sharing, Inspiring' project. This project was officially launched by HRH the Countess of Wessex on the 6th February 2019 and:

- provided sponsorship for over 500 people who would have otherwise been unable to afford a visit to Bendrigg,
- enabled us to produce a **funding pack** to support individuals, families, schools and other organisations to source their own funding,
- produced 6 inspirational films promoting equal opportunities and inclusivity to a wider audience with the aim of inspiring more people to get outdoors and participate in outdoor activities. One of these films won an 'Agency-Charity Collaboration' award at the 2020 Rare Disease Film Festival,
- enabled an inaugural 'Climbing Festival' for people with Learning Difficulties to progress and improve their climbing skills.

A further £5,000 was awarded to Bendrigg at the **ScottishPower Foundation Awards** in September 2019 to recognise and support our innovative work with inclusive courses for families.

As well as support from the **ScottishPower Foundation**, our Sponsorship Fund was bolstered by grants from the **Mary Kinross Charitable Trust**, **POM Trust**, **Cumbria County Council**, **Lakeland Disability Support** and the **John Horniman Children's Trust**. This meant that in excess of £106,000 was available to support a total of 858 people access life-enhancing experiences at Bendrigg who would otherwise have been unable to afford the opportunity.

**Corporate partnerships & organisational support** continue to make a significant contribution to our work. In 2019 we were supported for the first time by the **WINK** networking group, **Milnthorpe Art Exhibition** and **Cicerone Press**. **Cicerone** raised over £10,000 for Bendrigg to celebrate their 50th anniversary and this will be celebrated with an event in spring 2020. **White Stuff (Kendal)** continue to be our longest standing corporate supporters and we would like to thank them for their unwavering support over the past 6 years. Once again **Joe from Coreworx gym** undertook a gruelling challenge in aid of Bendrigg and raised over £1,600 by rowing the length of all the lakes in the Lake District on a rowing machine in just 12 hours.

We are extremely fortunate to have many of these businesses and groups continuing to support Bendrigg into 2020 and beyond.



Due to the generosity of our supporters, Bendrigg has also been donated many pieces of equipment and supplies over the year from individuals and businesses. Donations varied from 'Harvest Festival' food hampers to specialist disability and outdoor activity equipment. In total over £6,500 worth of equipment, services and supplies was donated throughout the year. Various improvements to our site have been made possible thanks to grants from Trusts and Foundations. Significantly the Hartley Trust supported the construction of a new walkway traversing the steep Bendrigg slope and connecting the top and bottom of the Bendrigg site via an accessible pathway. This has transformed the site and made independent exploration of the grounds possible, particularly for people with mobility issues.



In 2019 we received a £12,500 legacy from Stuart Rees, a former participant and supporter of Bendrigg. His legacy enabled 250 people to have the opportunity of an outdoor adventure experience at Bendrigg.

Many individuals participated in fundraising events in aid of Bendrigg and we are grateful to every single person who took part. These events included everything from a 'weighted vest challenge', to an acapella concert; from the Great North Run to various cycle challenges. For the first time we entered a 12-strong team in the Keswick to Barrow walk and raised over £5,500 from this amazing local event.



Finally, in December, Bendrigg took part in our third Big Give Christmas Challenge. This event doubles all donations received within a set time period. An incredible £17,618 was raised in just 7 days, smashing our original target of £12,000 in less than 24 hours. Thank you to all of the individuals and companies who made this possible.

# FUNDRAISING STANDARDS

*Integrity*



*Transparency*



*Honesty*



Donors to Bendrigg Trust can be assured that we comply with the regulatory standards for fundraising. **We are voluntarily registered with the Fundraising Regulator** and are committed to the Fundraising Promise and comply with all the relevant standards set out in the **Code of Fundraising Practice**. Our Senior Fundraising & Marketing Officer is a member of the **Institute of Fundraising**.



**It has cost us £1 million to provide our disability services this year. Roughly two thirds of this came from fees charged to visiting groups and individuals and we need to raise the balance through fundraising.**



## Code of Fundraising Practice

Our fundraising effort involves encouraging donations and gifts from individuals, running and supporting fundraising events, engaging with corporate partners and applying for grants from Charitable Trusts and Foundations. **These fundraising activities are organised and managed by our in-house fundraisers with no external professional or commercial fundraisers used.** We encourage any individual, business or third-party fundraising, on our behalf, to inform us of their fundraising activities and also adhere to the **Code of Fundraising Practice**.



## Our Fundraising Policy

Our website outlines our **Fundraising Policy** which sets out measures to protect the public, including vulnerable people, from unreasonable intrusion, unreasonably persistent approaches or undue pressure. This policy also includes our Complaints Policy which clearly explains how an individual can complain. **We received zero complaints in the 2019 financial year.**

We respond to all complaints within 10 days. Complaints are dealt with in-line with our fundraising Complaints Policy. Serious complaints are escalated to our Senior Leadership Team (SLT) and Trustees so they can consider lessons learnt.

We have published our **Safeguarding Policy** on our website. We are also signed up to the Fundraising Preference Service to enable individuals to opt out from receiving fundraising communications from us. We received zero requests from this service last year.

## Our Safeguarding Policy

# LOOKING FORWARD

At the end of 2019 we had many exciting plans for 2020 which can be seen below. However, the impact of the Covid-19 pandemic has meant that some of these projects have inevitably been postponed as we adapt to the ongoing situation. We hope to continue with any postponed projects in 2021. In 2020 we hope to:



**Still on track**



**Postponed**

Develop new resources to support people with hidden disabilities to better access our services

Complete improvements to our 'Oakwood' building including improved staff accommodation and accessible toilet block

Develop our Climbing Club by becoming NICAS registered

Start consultation on our next big capital campaign, the refurbishment of the main Lodge

Develop our Trainee programme including appointing a new 'Trainee Co-ordinator' role

# RISK MANAGEMENT

The Trustee Board is sensitive to potential risks to which the charity may be exposed.

## Risk Register

The management of risk by Bendrigg Trust is based upon a Risk Register ('the Register') which has been in use since February 2017. The Register is kept under active consideration by the Principal and is reviewed every 6 months by the Risk Register Committee, which consists of the Principal and up to 3 Trustees.

The last bi-annual review of the Register was on 23rd June 2020. This included specific focus on the risks posed by the Covid-19 pandemic, this being an addition to the Register being made in March 2020.

## Responsibilities

The Risk Committee reports to the Trustees in Council. Risk Management is ultimately the responsibility of all Trustees. It is the Trustees duty (assisted by the Risk Committee) to identify risks, to devise systems for managing those risks (or ensure that proper systems have been devised) and to monitor these systems to ensure that they are being put into effect.

The risks considered in the register are considered under five headings:

### Governance



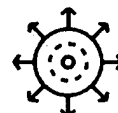
### Financial



### Law & Regulation Compliance Risk



### External



### Operational



## Covid-19 Pandemic

In addition to the above sections, recent events required a review of the risks posed by the Covid-19 crisis. The Register remains under active review during the Covid-19 pandemic by Trustees and the Bendrigg Trust's management team.

The Trust is following Government legislation and guidelines on an ongoing basis to ensure it is meeting standards of best practice. The health and welfare of staff, volunteers and visitors is of the utmost priority. The significant risk to Bendrigg Trust posed by the Covid-19 pandemic remains financial, therefore, the financial implications of the crisis are being closely monitored by the Trustees and steps are being put in place to mitigate these risks.

Covid-19



## Public Benefit

From 2008, the Charities Act has required all charities to meet the legal requirement that its aims are for the public benefit. For this to be true there must be an identifiable benefit and the benefit must be to the public or a section of the public.

The Trustees are satisfied that the aims and objectives of the charity, and the activities reported on in its annual report to achieve those aims, meet these principles.

# FINANCIAL REVIEW

The Statement of Financial Activities for the year ended 31 December 2019 shows a surplus of £33,458 (2018: deficit of £37,516), made up from an unrestricted surplus of £9,144 and a restricted surplus of £24,314. The total surplus was added to reserves brought forward from previous years of £3,831,053, to give total reserves at the balance sheet date of £3,864,511.

The all funds surplus results from another year of very positive activity at Bendrigg, with strong demand for our services from clients and with outstanding support from our donors and volunteers. As reported elsewhere in this report, it is apparent that our clients are under increasing financial pressure and we are immensely grateful to our donors and supporters for their commitment to making Bendrigg available to the young people and adults who access our programmes.

The Balance Sheet at 31 December confirms net assets of £3,864,511, with positive net current assets at £431,048 and substantial available cash resources of £561,341. These cash balances are largely held for unrestricted purposes, with £56,500 relating to restricted fund donations held for future use on specific projects. The Balance Sheet also shows the significant carrying value of our property and other fixed assets, at £3,433,463, most of which are funded by the Restricted capital fund reserve of £3,325,544.

The Cash Flow Statement provides details of the cash movements during the year to 31 December confirming that the day to day activities of the Trust resulted in positive cashflows prior to planned fixed asset expenditure. Cash balances have reduced slightly when compared to the prior year, but only as a result of this planned capital activity.

Overall the financial statements are positive and reassuring, showing that the Trust is generating small annual surpluses and that cashflow is managed effectively. This is not achieved without the great effort and skill of the Bendrigg team, however, as there is a constant challenge in controlling costs and in providing adequate funding and course fee income to achieve a sustainable result from year to year.

Since the Balance Sheet date, we have all been directly affected by the Covid-19 pandemic. For Bendrigg this has meant the effective closure of the site and the cessation of all client activity since the end of March, with the inevitable financial consequences; client and donor income have reduced significantly, while certain staffing and other operational costs continue to be incurred. Bendrigg has taken full advantage of the Government's Coronavirus Job Retention Scheme, with most staff on furlough leave for the time being. We have also been exceptionally well supported by friends and donors, where appeals have yielded very positive results and with some donors agreeing to lift or amend their previous restrictions. The Trustees and management team have worked closely together on the development and delivery of a financial resilience plan, and, given our current understanding of our cashflows and the likely duration of the effects of the pandemic, we are confident that the Trust has sufficient resources to remain viable throughout the next months and beyond. Having said this we remain particularly dependent upon significant ongoing support from our donors and supporters, given the dramatic reduction in income from clients and the resulting deficits that will diminish our reserves in the short to medium term. The pandemic has inevitably meant that we have re-visited our short to medium term plans, with various of our designated fund projects either cancelled or deferred (please refer to page 15 for the resulting changes that we have made to our Reserves Policy). We are determined to recover from the effects of the pandemic, and are planning to re-start our work with young people and adults as soon as it is safe and practical to do so.





## FINANCIAL REVIEW

### Going Concern

After making appropriate enquiries and reviewing the ongoing situation with the Covid-19 pandemic, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the 'going concern' basis in preparing the financial statements.

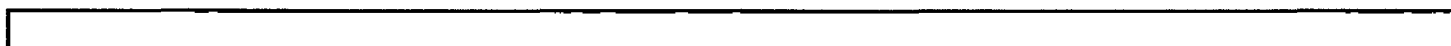
### Reserves Policy

Free reserves available for use by the Charity are deemed to be those that are realisable, minus funds whose uses are restricted or else designated for particular purposes. The calculation thus excludes funds of £3.6million invested in property and other fixed assets that will continue to be used in the day-to-day running of the charity.

As a matter of policy, each year the Trustees review the value of the reserves retained in the form of investments, cash and cash equivalents not held for restrictive purposes or designated projects. The Board considers the Charity's exposure to major risks, in terms of their likely impact on its income sources and planned expenditure in the short to medium term, as well as assessing the best way to mitigate such risks. With income, the major risk is from a decline in course fees, particularly due to the continuing economic situation and other factors leading to reduced bookings and donations.

Given the circumstances that have developed since the Balance Sheet date, the Trustees have had to re-consider their normal approach to the consideration of the Reserves Policy. In previous years we have established a target range for free reserves, based upon holding an amount equivalent to at least four months' worth of normal expenditure. Where funds exceeded the reserve requirement, we considered these to be 'free reserves', available for use on other unrestricted projects or similar. In the current Covid-19 circumstances, we have decided to adopt an alternative approach, for the duration of the effects of the pandemic, where all of our unrestricted funds (including any designated funds) are re-purposed entirely towards enabling the Trust to overcome the financial effects of the pandemic. As a result our entire unrestricted funds balance of £485,087 are now re-purposed to our Covid-19 response, as are all available cash balances. Our normal Reserves Policy will therefore remain suspended until such time as the Trustees consider it appropriate and sensible for this to be re-instated.

If our normal Reserves Policy were to be applied as at 31 December, we would be reporting that we were carrying around 4 months of operating cost cover at the balance sheet date.



# GOVERNANCE, STRUCTURE & MANAGEMENT

## Constitution

Bendrigg Trust is a charitable company limited by guarantee, incorporated on 27 October 1978 and registered as a charity on 15 February 1979.

The company was established under a Memorandum of Association which contains the objects and powers of the charitable company and is governed in accordance with its Articles of Association. The subscribers are referred to as Members. In the event of the company being wound up, the Members are required to contribute an amount not exceeding £5.

The principal objective of the charity is to provide high quality courses for disabled and disadvantaged people. It aims to promote inclusion, encourage independence and build self-confidence through the use of residential experience and the safe provision of adventurous activities delivered by dedicated, qualified staff.

## Trustees, Recruitment and Induction

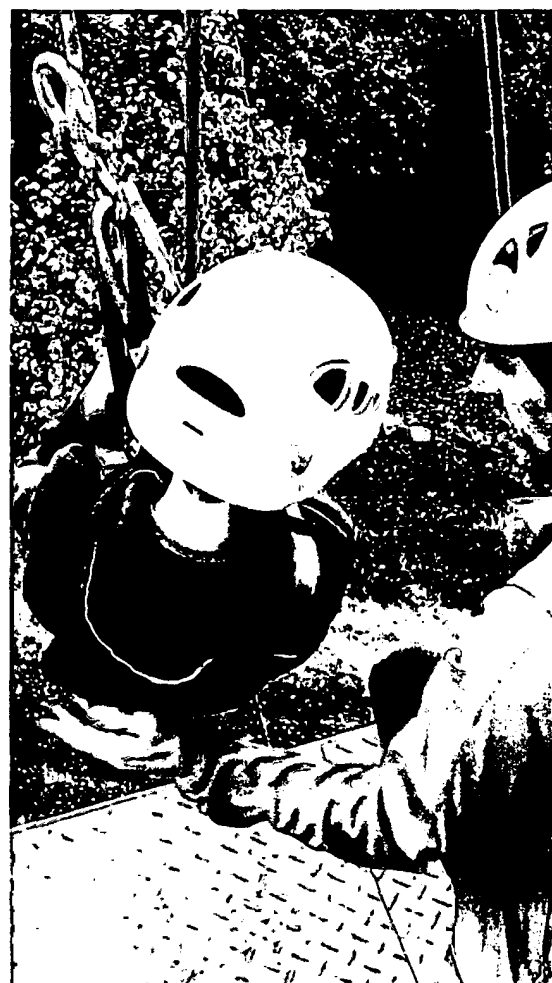
Bendrigg Trust recognises that a robust, independent and effective board of Trustees is essential if the charity is to achieve its objects.

New Trustees are invited to provide a CV and meet the Principal and the Chairman of the Trustees. Those without background knowledge of Bendrigg are given a tour and invited to attend council and/or management committee meetings before they commit themselves. The aim is to have a varied and diverse Trustee board with a mix of skills that match Bendrigg's needs.

After being elected, a new Trustee is provided with the main documents which set out the operational framework of the charity including the Memorandum and Articles, business plan and financial statements. Many Trustees make frequent visits to Bendrigg, in some cases at least weekly, giving rise to an easy and informal relationship with the Principal, the rest of the staff and other Trustees.

The Directors of the Company are also Trustees for the purposes of charity law and under the Company's Articles are known as Trustees and make up the council.

Under the Articles, the Trustees are elected to serve a period of three years. Of the elected Trustees, one third retire every year and are eligible for re-election. Those Trustees retiring are those who have been longest in office since their last election.



## Organisational Structure & Governance

The Council meets quarterly and is responsible for the strategic direction and policy of the charity. Sub-committees consider the detail and report to the Council.

These sub-committees are as follows:

### RISK REGISTER COMMITTEE

Overseeing the charity's Risk Register.

### MANAGEMENT COMMITTEE

Considering finance, health and safety, activities, insurance, buildings and grounds.

### PROJECTS COMMITTEE

Meeting as and when required to oversee any major capital building project.

### APPEALS COMMITTEE

Determining any appeal from a decision of the HR committee and resolving any grievance raised under the staff grievance procedure.

### HR COMMITTEE

Overseeing all Human Resource matters including disciplinary issues.

### FUNDRAISING & MARKETING COMMITTEE

Overseeing the marketing and fundraising plans, policies and procedures of the centre.

### BENDRIGG ALTERNATIVE COMMITTEE

Dedicated to the Bendrigg Alternative scheme for offenders.

Further to the sub-committees, working groups are also formed to oversee specific projects for a set period of time. Working groups formed in 2019 included:

### FINANCE WORKING GROUP

Reviewing the pricing structure of Bendrigg courses.

### STRATEGIC & BUSINESS PLAN WORKING GROUP

Responsible for reviewing and writing a new five year business and strategic plan.

### IT & TELECOMS WORKING GROUP

Overseeing the transition to a new CRM and new VOIP phone system

## Staff

The day-to-day running of Bendrigg lies with the Principal and through him, the Senior Management team. The trustees are grateful to all members of staff for the outstanding work they do. Bendrigg Trust seeks to be an employer of choice and reviews on an annual basis the level of remuneration and other benefits awarded to staff.

## Pay Policy for Senior Staff

Bendrigg Trust's approach to paying senior staff is to appropriately reward staff. It recognises the need to ensure value for money for the charity, balanced with the need to recruit and retain staff. The Board of Trustees is responsible for defining the policy and deciding on the salaries of the Principal and Senior Managers and all salaries are reviewed on an annual basis.

*"The commitment and passion that every single staff member at Bendrigg Trust portrays is an absolute privilege to witness. To see the impact this organisation has upon the children and young adults that have the opportunity to experience this wonderful environment is overwhelmingly special. Every single member of staff goes that extra mile to ensure my role as Project Leader is made as easy as possible and that the children and young people achieve a huge amount whilst having the time of their lives."*



Rebecca Hargreaves, Phab National Projects Manager

## Volunteers

The Trustees recognise the extremely valuable contribution made by volunteers and wish to place on record their thanks for their commitment. Volunteering at Bendrigg covers many areas of work including activity delivery, office administration, domestic duties, grounds and building maintenance and much more. The list is endless. No amounts are included in the financial statements to reflect the value of the work undertaken by our volunteers.

*"It really has expanded my mind and widened my heart. My week there was incredible and I met some amazing young people, making memories that will stay with me for the rest of my life. All the staff were brilliant, friendly and so helpful when I asked them anything. I cannot express the enjoyment my short week at Bendrigg brought me. I feel like I gained more from my stay than I gave, as I learned and grew so much as a person. I would love to return and hopefully contribute more and more each time."*



Former Residential Volunteer

# STATEMENT OF TRUSTEES RESPONSIBILITY

The Trustees (who are also Directors of Bendrigg 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.

## Auditor

MHA Moore and Smalley were appointed as auditors to the charitable company in accordance with Section 485 of the Companies Act.

A resolution that they be re-appointed will be put at a General Meeting.

Each of the persons who is a Trustee at the date of approval of this report confirms that:


- so far as they are aware there is no relevant audit information of which the charitable company's auditor is unaware;
- Each Trustee has taken all steps that they ought to have taken as a Trustee to make themselves aware of any relevant audit information and to establish that the charitable company's auditor is aware of that information.

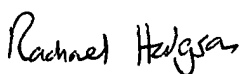
## Approval

By approving the Trustees report the Trustees are also approving the strategic report in their capacity as company directors.

This report was approved by the Trustees on

and signed on their behalf by:

  
Nicholas Liley  
Secretary

  
Rachael Hodgson  
Chair

# INDEPENDENT AUDITORS REPORT

## Opinion

We have audited the financial statements of Bendrigg Trust for the year ended 31 December 2019 which comprise of the Statement of Financial Position, Balance Sheet, Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, 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 charitable company's members 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 the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2019, 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 charitable company 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 charitable company'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.

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# INDEPENDENT AUDITORS REPORT

## Other Information

The Trustees are responsible for the other information. The other information comprises the information included in the Trustees' 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. 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.

## Opinions 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 (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' report 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 charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' report. We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Act 2011 requires us to report to you if, in our opinion:

- adequate and sufficient accounting records have not been kept by the charitable company, 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 directors' remuneration specified by law are not made; or
  - we have not received all the information and explanations we require for our audit
  - the Trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing a strategic report.
-

# INDEPENDENT AUDITORS REPORT

## **Responsibilities of Trustees**

As explained more fully in the Trustees' responsibilities statement set out on page 19, the Trustees (who are also the directors of the charitable company for the purposes of company law) 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 charitable company'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 charitable company or to cease operations, or have no realistic alternative but to do so.

## **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 auditor's report.



**Jenny McCabe**

**Senior Statutory Auditor**

For and on behalf of MHA Moore and Smalley  
Chartered Accountants and Statutory Auditor

Priory Close  
St Mary's Gate  
Lancaster  
LA1 1XB

21/08/2020  
.....



## Statement of Financial Activities (Incorporating the income and expenditure account)

		Unrestricted funds	Restricted funds	Total 2019	Total 2018 as restated
		£	£	£	£
<b>Income from:</b>					
Donations and legacies	3	106,379	299,362	405,741	287,200
Investments	4	2,872	-	2,872	965
Charitable activities	5	734,840	-	734,840	731,252
Other	6	119	-	119	-
<b>Total</b>		<b>844,210</b>	<b>299,362</b>	<b>1,143,572</b>	<b>1,019,417</b>
<b>Expenditure on:</b>					
Raising funds	7	23,779	16,590	40,369	30,357
Charitable activities	8	896,835	172,910	1,069,745	1,026,576
<b>Total</b>		<b>920,614</b>	<b>189,500</b>	<b>1,110,114</b>	<b>1,056,933</b>
<b>Net (expenditure)/ income before transfers</b>		<b>(76,404)</b>	<b>109,862</b>	<b>33,458</b>	<b>(37,516)</b>
Transfer between funds	10	85,548	(85,548)	-	-
<b>Net movement in funds</b>		<b>9,144</b>	<b>24,314</b>	<b>33,458</b>	<b>(37,516)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward (as restated)		475,943	3,355,110	3,831,053	3,868,569
<b>Total</b>		<b>485,087</b>	<b>3,379,424</b>	<b>3,864,511</b>	<b>3,831,053</b>

The Statement of Financial Activities includes all recognised gains and losses in the year.

All of the above amounts relate to continuing activities.

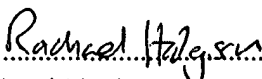
The Statement of Financial Activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.


The notes on pages 26 to 42 form part of these financial statements.

# Balance Sheet

		2019		2018 as restated	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12		3,433,463		3,476,537
<b>Current assets</b>					
Stock		4,926		4,245	
Debtors	13	7,320		21,211	
Cash at bank and in hand		561,341		596,712	
		<u>573,587</u>		<u>622,168</u>	
<b>Creditors:</b> amounts falling due within one year	14	<u>(142,539)</u>		<u>(267,652)</u>	
<b>Net current assets</b>			<u>431,048</u>		<u>354,516</u>
<b>Total assets less current liabilities</b>			<u>3,864,511</u>		<u>3,831,053</u>
<b>Net assets</b>			<u>3,864,511</u>		<u>3,831,053</u>
<b>Funds:</b>					
Restricted funds	16		3,379,424		3,355,110
Unrestricted funds	18		485,087		475,943
<b>Total funds</b>			<u>3,864,511</u>		<u>3,831,053</u>

These accounts were approved by the Trustees and authorised for issue on the 30-07-20 and are signed on their behalf by:

  
 Rachael Hodgson  
 Chair

  
 Kim Parry  
 Treasurer

Company Registration Number: 01396557

The notes on pages 26 to 42 form part of these financial statements.

# Cash Flow Statement

	Total 2019 £	Total 2018 as restated £
<b>Cash generated in operating activities</b>	<b>54,509</b>	<b>154,038</b>
<b>Cashflows from investing activities:</b>		
Investment income	2,872	965
Sale/(purchase) of fixed assets	(92,752)	(28,901)
<b>Cash (used in)/provided by investing activities</b>	<b>(89,880)</b>	<b>(27,936)</b>
<b>(Decrease)/increase in cash and cash equivalents in the year</b>	<b>(35,371)</b>	<b>126,102</b>
Cash and cash equivalents brought forward	596,712	470,610
<b>Cash and cash equivalents carried forward</b>	<b>561,341</b>	<b>596,712</b>
<b>Reconciliation of net movement in funds to net cashflow from operating activities</b>		
Net movement in funds	33,458	(37,516)
Investments income received	(2,872)	(965)
Depreciation	135,073	131,630
(Increase)/decrease in stocks	(681)	972
(Increase)/decrease in debtors	13,891	105,932
Increase/(Decrease) in creditors	(125,113)	(46,015)
Loss/(gain) on sale of fixed assets	753	-
<b>Net cash generated in operating activities</b>	<b>54,509</b>	<b>154,038</b>
<b>Components of cash and cash equivalents</b>		
Cash in bank and in hand	561,341	596,712
	<b>561,341</b>	<b>596,712</b>

The notes on pages 26 to 42 form part of these financial statements.

# Notes to the financial statements

## for the year ended 31st December 2019

### 1 Accounting policies

#### Legal form

Bendrigg Trust is a registered charity and a company limited by guarantee. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £5 per member of the Charity.

The registered office of the Charity, the nature of its operations and its principal activities are all detailed in the Charity administrative details of these financial statements.

#### Basis of preparation

Bendrigg Trust meets the definition of a public benefit entity under FRS102. 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 (FRS102) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006.

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

The financial statements have been prepared on a going concern basis under the historical cost convention. The particular accounting policies adopted by the Trustees are described below. These policies have been consistently applied to all years presented unless otherwise stated.

#### Preparation of the accounts on a going concern basis

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. After the balance sheet date, but before the approval of the accounts, there has been an escalation of measures taken within society to combat the Covid-19 pandemic. The Trustees consider the Charity to have a sufficient level of working capital to see it through the upcoming months and have made an assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements. There are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

#### Prior year adjustment

The nature and amount of correction for the prior year adjustments are shown in Note 23 to the financial statements.

#### Income

Donations and legacies are included in the accounts on a cash received basis or where there is a certainty of receipt and the amount is quantifiable. Grants and donations in respect of specific projects are recognised in full in the Statement of Financial Activities in the period in which they are receivable and are credited to restricted reserves.

# Notes to the financial statements

## for the year ended 31st December 2019

### 1 Accounting policies (continued)

Investment income is credited to the statement of financial activities in the period in which it becomes receivable.

Income from charitable activities is recognised in the period to which it relates.

#### Gifts in kind

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the company where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

#### Expenditure

All expenditure is accounted for on an accruals basis in the expense categories required by the SORP. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. Costs are further allocated between the activities undertaken on a basis consistent with the use of the resources.

Charitable activities expenditure includes costs incurred in the delivery of the Charity's activities and services. It includes both direct costs, including staff costs, that are incurred in the delivery of the activities and services and indirect costs which are required to support the delivery of the charitable objects.

Costs of raising funds include those costs in relation to the Charity's operations which are used to generate further income which is integral to the Charity in meeting its charitable objectives. It includes direct costs and also indirect costs which have been allocated on the following basis:

Telephone costs -20%	Principal's salary -10%	Fundraisers' salary -50%
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#### Fixed assets

All fixed assets are initially recorded at cost. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their residual value, over their expected useful lives on the following bases:

Freehold property	-	2% straight line per annum
Leasehold property	-	4% straight line per annum
Motor vehicles and trailers	-	25% reducing balance
Fixtures, fittings and equipment	-	10%/20% straight line per annum
Sports installations	-	10% straight line per annum

#### Stocks

Stocks are valued at the lower of cost and net realisable value after making allowance for obsolete and slow moving stocks.

# Notes to the financial statements for the year ended 31st December 2019

## 1 Accounting policies (continued)

### **Debtors and creditors within one year**

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

### **Cash and cash equivalents**

Cash is a basic financial asset and includes cash in hand and deposits held on call with banks.

### **Fund accounting**

*Unrestricted funds* - General funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

*Designated funds* - Designated funds are unrestricted funds set aside by the Trustees for particular purposes.

*Restricted funds* - Restricted funds arise where there is a donor-imposed restriction on the use of the funds, or the funds have arisen in response to an appeal for a specified purpose.

### **Pensions**

The Charity operates a defined contribution scheme. Contributions are charged in the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

### **Taxation**

HM Revenue & Customs considers Bendrigg Trust to be a charity and therefore they are entitled to exemption from tax afforded by Sections 478-489 of the Corporation Taxes Act 2010 to the extent that income is applied exclusively for charitable purposes.

### **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 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 offset the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

# Notes to the financial statements

## for the year ended 31st December 2019

### 1 Accounting policies (continued)

#### *Basic financial assets*

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price and are subsequently carried at amortised cost. Financial assets classified as receivable within one year are not amortised.

Financial assets are assessed for indicators of impairment at each reporting end date.

Financial assets are impaired where there is objective evidence that the estimated future cash flows have been affected. The impairment loss is recognised in the statement of financial activities.

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the company transfers the financial asset and substantially all the risks and rewards of ownership to another entity.

#### *Basic financial liabilities*

Basic financial liabilities, including creditors, are initially recognised at transaction price, where the debt instrument is measured at the present value of the future receipts 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.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business 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.

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

### 2 Judgements and key sources of estimation uncertainty

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amounts 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.

#### **Key assumptions, judgements and estimates**

In the opinion of the Trustees' there have been no significant judgements made in the process of applying the above accounting policies. There have been no key assumptions concerning future and other key sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

# Notes to the financial statements

## for the year ended 31st December 2019

### 3 Income from donations and legacies

	Unrestricted funds	Restricted funds	Total 2019	Total 2018
	£	£	£	£
Staff sponsorship	-	49,861	49,861	47,000
Project donations	-	47,074	47,074	25,725
General donations	106,379	-	106,379	107,586
Specific donations	-	99,632	99,632	-
Sponsored courses	-	102,795	102,795	106,889
	<b>106,379</b>	<b>299,362</b>	<b>405,741</b>	<b>287,200</b>
<i>Total 2018</i>	<i>107,586</i>	<i>179,614</i>	<i>287,200</i>	

### 4 Income from investments

	Unrestricted funds	Restricted funds	Total 2019	Total 2018
	£	£	£	£
Bank interest receivable	2,872	-	2,872	965
	<b>2,872</b>	<b>-</b>	<b>2,872</b>	<b>965</b>
<i>Total 2018</i>	<i>965</i>	<i>-</i>	<i>965</i>	

### 5 Income from charitable activities

	Unrestricted funds	Restricted funds	Total 2019	Total 2018
	£	£	£	£
Course fees	713,365	-	713,365	697,277
Other charitable activities	21,475	-	21,475	33,975
	<b>734,840</b>	<b>-</b>	<b>734,840</b>	<b>731,252</b>
<i>Total 2018</i>	<i>731,252</i>	<i>-</i>	<i>731,252</i>	



# Notes to the financial statements for the year ended 31st December 2019

## 6 Other income

	Unrestricted funds £	Restricted funds £	Total 2019 £	Total 2018 £
Other income	119	-	119	-
	119	-	119	-
<i>Total 2018</i>	-	-	-	

## 7 Expenditure on raising funds

	Unrestricted funds £	Restricted funds £	Total 2019 £	Total 2018 £
Telephone	468	-	468	1,260
Direct fundraising costs	6,044	-	6,044	8,047
Staff costs	17,267	16,590	33,857	21,050
	23,779	16,590	40,369	30,357
<i>Total 2018</i>	14,290	16,067	30,357	

# Notes to the financial statements for the year ended 31st December 2019

## 8 Expenditure on charitable activities

	Note	Unrestricted	Restricted	Total 2019	Total 2018 (as restated)
		£	£	£	£
Goods for resale		5,845	-	5,845	6,528
Rates and water		5,767	-	5,767	6,227
Light and heat		34,490	-	34,490	32,984
Repairs and maintenance		31,323	3,446	34,769	42,730
Insurance		18,997	-	18,997	16,360
Motor vehicle expenses		24,495	-	24,495	21,975
Telephone		1,867	-	1,867	5,040
Provisions and household		95,888	-	95,888	96,795
Sundry expense		6,808	27,887	34,695	36,715
Outdoor equipment		5,373	-	5,373	3,824
Staff training		8,692	-	8,692	5,504
Advertising and sponsorship		6,161	-	6,161	3,232
Bank charges		1,218	-	1,218	1,012
Printing, post and stationery		11,308	-	11,308	9,175
Freelance instructors fees		20,898	1,192	22,090	27,833
Audit and professional fees		5,945	-	5,945	11,962
Entry fees		2,503	-	2,503	-
Subscriptions		2,626	-	2,626	-
Indemnity insurance		969	-	969	1,059
Wages and salaries		419,144	127,194	546,338	502,001
National insurance		28,336	7,385	35,721	35,618
Pension cost		22,356	5,806	28,162	28,372
Depreciation		135,073	-	135,073	131,630
Loss on sale of fixed assets		753	-	753	-
		<b>896,835</b>	<b>172,910</b>	<b>1,069,745</b>	<b>1,026,576</b>
<i>Total 2018</i>		<i>748,069</i>	<i>278,507</i>	<i>1,026,576</i>	

Support costs are allocated entirely to charitable activities in both the current and prior period.

# Notes to the financial statements for the year ended 31st December 2019

9 Net income/(expenditure)	2019	2018 (as restated)
	£	£
<b>Net income is stated after charging:</b>		
Staff pension contributions	30,404	29,299
Auditors' remuneration		
- audit of the financial statements	5,276	5,300
Depreciation of tangible assets		
- owned by the Charity	135,073	131,630

## 9 Fund transfers

During the year certain restricted income funds saw expenditure incurred in excess of the income received. Transfers were made from unrestricted funds in order to cover such shortfalls. A transfer has also been made in respect of unrestricted depreciation charges in the year which related to restricted asset funds.

## 1 Analysis of staff costs, trustee remuneration and the cost of key management personnel

<b>Total staff costs were as follows:</b>	<b>2019</b>	<b>2018</b>
	£	£
Wages and salaries	573,888	520,535
Social security costs	39,783	37,209
Pension costs	30,404	29,299
	<b>644,075</b>	<b>587,043</b>

## Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2019 No.	2018 No.
Administrative staff	8	6
Tutorial staff	15	17
Maintenance staff	1	1
Catering and domestic staff	7	6
	<b>31</b>	<b>30</b>

# Notes to the financial statements

## for the year ended 31st December 2019

### 11 Analysis of staff costs, trustee remuneration and the cost of key management personnel (continued)

No employee received remuneration of more than £60,000 during the current or prior year.

The total amount of employee benefits received by key management personnel, as determined by the Charity, is £159,536 (2018: £140,552) during the current period.

The Charity operates a defined contribution pension scheme. The contributions paid into these two schemes in respect of eligible employees for the year ended 31 December 2019 amounted to £20,486 (2018: £21,013).

No Trustees received any remuneration during the current or prior period. No Trustee received any expenses for their role as Trustees in the current or prior period.

### 12 Tangible fixed assets (as restated)

	Freehold Property £	Leasehold Property £	Motor Vehicles & trailers £	Fixtures Fittings & equipment £	Totals £
<b>Cost</b>					
At 1 January 2019	4,129,128	76,456	188,755	586,660	4,980,999
Additions	54,462	-	31,082	7,208	92,752
Disposals	-	-	(2,485)	-	(2,485)
<b>At 31 December 2019</b>	<b>4,183,590</b>	<b>76,456</b>	<b>217,352</b>	<b>593,868</b>	<b>5,071,266</b>
At 1 January 2019 (as restated)	808,463	38,491	124,381	533,127	1,504,462
Charge for the year	83,564	3,058	23,675	24,776	135,073
Eliminated on disposal	-	-	(1,732)	-	(1,732)
<b>At 31 December 2019</b>	<b>892,027</b>	<b>41,549</b>	<b>146,324</b>	<b>557,903</b>	<b>1,637,803</b>
<b>Net book value</b>					
<b>At 31 December 2019</b>	<b>3,291,563</b>	<b>34,907</b>	<b>71,028</b>	<b>35,965</b>	<b>3,433,463</b>
At 31 December 2018 (as restated)	3,320,665	37,965	64,374	53,533	3,476,537

The freehold at Bendrigg Lodge was transferred to Bendrigg Trust from the Mary Kinross Trust on 12 March 1985 as a gift. The freehold is not included in the financial statements as an asset but has a substantial market value.

A 25 year lease on Greenslack was agreed in April 2006.

# Notes to the financial statements for the year ended 31st December 2019

<b>3 Debtors</b>		<b>2019</b>	<b>2018</b>
		<b>£</b>	<b>£</b>
Trade debtors		<b>1,847</b>	11,576
Prepayments		<b>5,473</b>	9,635
		<b>7,320</b>	<b>21,211</b>
<b>4 Creditors: Amounts falling due within one year</b>		<b>2019</b>	<b>2018</b>
		<b>£</b>	<b>£</b>
Trade creditors		<b>19,077</b>	18,316
Taxation and social security		<b>15,002</b>	28,409
Other creditors		<b>708</b>	1,952
Accruals		<b>4,950</b>	107,788
Deferred income	<b>Note 15</b>	<b>102,802</b>	111,187
		<b>142,539</b>	<b>267,652</b>
<b>5 Deferred income</b>		<b>2019</b>	<b>2018</b>
		<b>£</b>	<b>£</b>
Balance brought forward		<b>111,187</b>	157,905
Course fees received in advance		<b>102,802</b>	111,187
Release of deferred income		<b>(111,187)</b>	(157,905)
		<b>102,802</b>	<b>111,187</b>

# Notes to the financial statements for the year ended 31st December 2019

16 Restricted funds: Current year		At 1 January 2019 (as restated)	Income	Expenditure	Transfers	At 31 December 2019
	Note	£	£	£	£	£
<b>Restricted funds</b>						
Restricted funds income	17	54,852	199,730	(189,500)	(11,202)	53,880
Restricted funds capital		3,300,258	99,632	-	(74,346)	3,325,544
<b>Total funds</b>		<b>3,355,110</b>	<b>299,362</b>	<b>(189,500)</b>	<b>(85,548)</b>	<b>3,379,424</b>

Restricted funds: Prior year		At 1 January 2018	Income	Expenditure (as restated)	Transfers	At 31 December 2018 (as restated)
		£	£	£	£	£
<b>Restricted funds</b>						
Restricted funds income		55,141	171,203	(170,064)	(1,428)	54,852
Restricted funds capital		3,416,357	8,411	(124,510)	-	3,300,258
<b>Total funds</b>		<b>3,471,498</b>	<b>179,614</b>	<b>(294,574)</b>	<b>(1,428)</b>	<b>3,355,110</b>

Restricted capital funds are made up of

- Incoming resources given specifically to acquire fixed assets, as reduced over the useful economic life of those assets in line with their depreciation - £3,322,924 (2018 as restated: £3,237,107)
- Incoming resources given specifically for the purpose of acquiring fixed assets that are currently being held until sufficient funds have been raised to enable the Trust to commence these capital projects - £2,620 (2018: £63,151)

# Notes to the financial statements for the year ended 31st December 2019

## 17 Restricted income funds: Current year

	At 1 January 2019 £	Income £	Expenditure £	Transfers £	At 31 December 2019 £
Climbing club	2,196	5,008	(2,752)	-	4,452
Bendrigg Alternative	(32)	15,000	(15,401)	433	-
Fundraising & Marketing Post	14,612	20,000	(33,180)	-	1,432
Sponsored courses	17,537	102,795	(106,835)	5,500	18,997
Outdoor equipment	12,406	6,000	(3,446)	(4,726)	10,234
Staff clothes	898	66	(214)	(750)	-
Disability aids	183	-	-	-	183
Sensory room	5,797	-	-	(5,237)	560
Artist project	(293)	-	-	293	-
Minibus	1,548	-	-	(1,215)	333
Trainee Coordinator	-	16,861	-	-	16,861
ScottishPower Foundation	-	34,000	(27,672)	(5,500)	828
<b>Restricted income funds</b>	<b>54,852</b>	<b>199,730</b>	<b>(189,500)</b>	<b>(11,202)</b>	<b>53,880</b>

## Restricted funds: Prior year

	At 1 January 2018 £	Income £	Expenditure £	Transfers £	At 31 December 2018 £
Climbing club	1,865	3,000	(2,669)	-	2,196
Bendrigg Alternative	57	15,000	(15,089)	-	(32)
Fundraising & Marketing Post	19,930	25,000	(30,318)	-	14,612
Sponsored courses	7,703	106,889	(97,055)	-	17,537
Outdoor equipment	15,536	8,896	(12,026)	-	12,406
Staff clothes	898	-	-	-	898
Disability Aids	183	-	-	-	183
Sensory room	785	5,281	(269)	-	5,797
Artist project	-	6,137	(6,430)	-	(293)
Minibus	6,143	-	(4,595)	-	1,548
Spirit of Adventure	1,389	-	-	(1,389)	-
Triathlon	652	1,000	(1,613)	(39)	-
<b>Restricted income funds</b>	<b>55,141</b>	<b>171,203</b>	<b>(170,064)</b>	<b>(1,428)</b>	<b>54,852</b>

## Notes to the financial statements for the year ended 31st December 2019

### 17 Restricted income funds (continued)

Climbing Club: funds used to support an inclusive climbing club which allows teenagers of all abilities to learn to climb in a safe, supported and fun environment.

Bendrigg Alternative Scheme: funds a co-ordinator post for the Bendrigg Alternative scheme which is a scheme providing opportunities for offenders, or those at risk of offending to work alongside disabled people.

Fundraising and Marketing Post: supports the cost of our Senior Fundraising & Marketing Officer to oversee the voluntary income generation of the charity.

Sponsored Courses: enables bursaries to be given to some groups who without it would not be able to afford to come to Bendrigg.

Outdoor Equipment: enables specific pieces of equipment to be purchased.

Disability Aids: enables specific disability aids to be purchased.

Sensory Room: funding received enabled the sensory room to be upgraded.

Artist Project: funding received enabled art projects to take place at the Trust.

Minibus: to provide for a new minibus.

Trainee Co-ordinator: to fund a post which supervises the work and the development of trainee tutors.

ScottishPower Foundation: to fund specific activities around our 'Adventure for All' programme including sponsorship funds, creating funding resources for visitors and showcasing our work through inspirational films.

Spirit of Adventure: funding provided more opportunities for adults with disabilities to take part in follow up activity programmes, trips and expeditions.

Triathlon: funding provided an opportunity for adults with visual impairment to train for and take part in local triathlon



# Notes to the financial statements for the year ended 31st December 2019

## 18 Unrestricted income funds: Current year

	At 1 January 2019 £	Income £	Expenditure £	Transfers £	At 31 December 2019 £
<b>Designated Funds</b>					
Designated Funds	11,980	-	-	(11,980)	-
<b>General Funds</b>	463,963	844,210	(920,614)	97,528	485,087
<b>Unrestricted funds</b>	<b>475,943</b>	<b>844,210</b>	<b>(920,614)</b>	<b>85,548</b>	<b>485,087</b>

In the current Covid-19 circumstances, we have decided to adopt an alternative approach to our reserve policy, for the duration of the effects of the pandemic, where all of our unrestricted funds (including any designated funds) are re-purposed entirely towards enabling the Trust to overcome the financial effects of the pandemic.

## Unrestricted income funds: Prior year

	At 1 January 2018 £	Income £	Expenditure £	Transfers £	At 31 December 2018 £
<b>Designated Funds</b>					
Designated Funds	14,566	-	(2,586)	-	11,980
<b>General Funds</b>	382,505	839,803	(759,773)	1,428	463,963
<b>Unrestricted funds</b>	<b>397,071</b>	<b>839,803</b>	<b>(762,359)</b>	<b>1,428</b>	<b>475,943</b>

# Notes to the financial statements for the year ended 31st December 2019

## 19 Analysis of net assets between funds: Current year

	Tangible fixed assets £	Net current assets £	Long term liabilities £	Total £
Restricted funds	3,325,544	53,880	-	3,379,424
Designated funds	-	-	-	-
General funds	107,919	377,168	-	485,087
<b>Total funds</b>	<b>3,433,463</b>	<b>431,048</b>	<b>-</b>	<b>3,864,511</b>

## Analysis of net assets between funds: Prior year (as restated)

	Tangible fixed assets £	Net current assets £	Long term liabilities £	Total £
Restricted funds	3,300,258	54,852	-	3,355,110
Designated funds	-	11,980	-	11,980
General funds	176,279	287,684	-	463,963
<b>Total funds</b>	<b>3,476,537</b>	<b>354,516</b>	<b>-</b>	<b>3,831,053</b>

## 20 Operating lease commitments

At 31 December 2019, the total of the Charity's future minimum lease payments under non-cancellable operating leases was:

	2019 £	2018 £
<b>Amounts payable:</b>		
Within 1 year	251	251
Between 1 and 5 years	189	440
	<b>440</b>	<b>691</b>

## Notes to the financial statements for the year ended 31st December 2019

### 21 Contingencies

The Charity received lottery grants totalling £243,364 during the financial years 1999 and 2000 to fund the development of improvements to the accommodation in Bendrigg Lodge and also a grant of £200,000 between 2007 and 2008 towards the construction of the Kinross Building. The Charity may not dispose of these buildings without prior written permission of the lottery board, nor use the building as security for a loan. This restriction shall be in force for 80 years from the date of the grants.

### 22 Control and related party transactions

The Charity was under the control of the Board of Trustees' who are also directors for the purposes of company law in both the current and prior period.

The Charity has a very close relationship with The Bendrigg Support Trust. The Support Trust was established for the purpose of supporting the work of the Bendrigg Trust. A revenue grant of £20,000 (2018: £20,000) was received during the year. Mr J Holmes, Ms R Hodgson and Mr T Lowe, Trustees, are also Trustees of The Bendrigg Support Trust.

The Charity also has a close relationship with The Mary Kinross Charitable Trust through an influential member who is also on the Bendrigg Alternative Committee. A revenue grant of £15,000 (2018: £15,000) was received during the year to support the work of the Bendrigg Alternative Scheme, £25,000 (2018: £25,000) was received for the Marketing and Fundraiser Post and £30,000 (2018: £7,000) for other costs.

During the year the Charity incurred costs of £969 (2018: £987) relating to indemnity insurance for the Trustees.

There were no outstanding balances with related parties at 31 December 2019 or 31 December 2018.

### 23 Prior year adjustment

In the prior year the charitable company fully depreciated one of its fixed assets. The net book value of this asset from their asset register was included as the depreciation charge rather than the annual charge for this asset from their asset register. Therefore the depreciation charge for the prior year has been restated.

# Notes to the financial statements for the year ended 31st December 2019

## 23 Prior year adjustment (continued)

### Changes to the balance sheet

	As at 31 December 2018		
	As previously reported £	Adjustment £	As restated £
<b>Fixed assets</b>			
Fixtures, fittings & equipment	12,342	41,191	53,533
<b>Total tangible assets</b>	<b>3,435,346</b>	<b>41,191</b>	<b>3,476,537</b>
<b>Funds</b>			
Restricted funds	3,313,919	41,191	3,355,110
<b>Total funds</b>	<b>3,789,862</b>	<b>41,191</b>	<b>3,831,053</b>

### Changes to the Statement of Financial Activities

	As at 31 December 2018		
	As previously reported £	Adjustment £	As restated £
<b>Expenditure on charitable activities</b>			
Depreciation	172,821	(41,191)	131,630
<b>Total expenditure</b>	<b>1,098,124</b>	<b>(41,191)</b>	<b>1,056,933</b>
<b>Net movement in funds</b>	<b>(78,707)</b>	<b>41,191</b>	<b>(37,516)</b>

## 24 Company Limited by guarantee

The company is limited by guarantee. In the event of the company being wound up or dissolved, each member undertakes to contribute such amount as is required, not exceeding £5, for payment of any debts or liabilities.

# REFERENCES & ADMINISTRATIVE DETAILS



**Registered Charity name:** Bendrigg Trust  
**Charity Registration number:** 508450  
**Company Registration number:** 01396557  
**Registered office:** Bendrigg Lodge, Old Hutton, Kendal LA8 0NR

## Trustees:

The Trustees who served the company during the period were as follows:

Michael Hodgson, Chairman	Kim Parry LVO, Treasurer
Tom Hibbert	John Holmes MBE
Tim Lowe	Brian McDonough
Andy Rayner	Peter Bates
Clare Millington	Adrian Walter
Simon Drummond-Hay	Anne Fleck
Monty Matthews (appointed 28 Feb 2019)	Giles Wingate-Saul (resigned 10 May 2019)
Delagh McGregor (appointed 19 Sept 2019)	Don Harding (resigned 10 May 2019)

**Company Secretary:** Nicholas Liley

## Patrons:

Sir Chris Bonington CVO CBE DL  
 Claire Hensman, Lord Lieutenant of Cumbria  
 Jamie Andrew  
 Karen Darke

**Auditor:** MHA Moore & Smalley, Priory Close, St Mary's Gate, Lancaster, Lancashire, LA1 1XB

**Bankers:** National Westminster Bank, 10 Elephant Yard, Kendal, Cumbria LA9 4LZ  
 COIF Charity Funds, CCLA, Senator House, 85 Queen Victoria Street, London, EC4V 4ET



