

CROSSFIELDS INSTITUTE

REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

CHARITY NO. 1124859

COMPANY NO. 06503063

CROSSFIELDS INSTITUTE
(A company limited by guarantee and not having share capital)

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TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2020

The Trustees, who are also Directors of the Charity for the purposes of the Companies Act 2006 present their report with the financial statements of the Charity for the year ended 31 March 2020.

Registered Company number	06503063 (England and Wales)
Registered Charity number	1124859
Registered office	Stroud House, Russell Street, Stroud, Gloucestershire, GL5 3AN
Trustees	Simon Fielding – Chair Dr. Lesley Moore Shaina Stoehr Paul Hinchcliffe (Appointed September 2019) Steve Harvey (Appointed September 2019)
Company Secretary	Ms C Ithurbide (Resigned July 2019) Lou Doliczny (from Aug 2019)
Independent Examiner	PLEASE COMPLETE DETAILS
Solicitors	Bates Wells and Braithwaite, 2-6 Cannon Street, London, EC4M 6YH
Bankers	HSBC, 4 King Street, Stroud, Gloucestershire, GL5 3DS

Objectives

The Charity's objects are:

To advance education and training based on spiritual values particularly:

- 1) in promoting and developing education, training and research inspired and/or underpinned by Anthroposophy;
- 2) in promoting and developing education, training and research in Anthroposophy and activities or subject areas developed out of or inspired by Anthroposophy;
- 3) in promoting, developing and/or providing for qualifications relating to such education training and research.

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TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

Structure, Governance and Management

Governing document

Crossfields Institute is a company limited by guarantee with no share capital governed by a memorandum and articles of association. It was incorporated on 13 February 2008 and registered as a charity on 7 July 2008.

Appointment of Trustees

The Trustees are the sole members of the Charity. Trustees are appointed by processes laid down in the articles of association. New trustees may be co-opted by the Trustees to provide necessary skills to support the Charity and full appointment and routine re-election procedures are undertaken at trustee meetings as appropriate.

Trustee induction and training

Trustees are briefed on their legal obligations under company and charity law, the governing documents decision making processes and financial performance of the Charity. Some Trustees and Senior Officers may participate in professional external training events in order to ensure high standards of governance and awareness.

Management

The Trustees are responsible for the governance and administration of the Charity. They meet at least three times per year and receive reports from Senior Officers and/or Chair of Trustees on activities and financial performance.

Related parties

As an Awarding Organisation, the Institute has a relationship with approximately fifty learning organisations in the UK and elsewhere. It also has entered into partnerships with a number of Further and Higher Education providers, including Alanus University (Germany) and Rudolf Steiner University College (Norway) and also has ongoing arrangements with the University of Southern Denmark (through Crossfields Europa).

Risk management

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. A risk register has been established to support this process. The Trustees regularly assess and monitor the organisational and financial risks to which the Charity is exposed and have put steps in place to mitigate those risks. Part of the risk management is the implementation of a robust financial controls policy, seeking professional advice on critical issues, close monitoring of staff competency, close monthly scrutiny of financial performance and planning, and close and regular contact of Trustees with the Institute's Executive Director to monitor management and strategic issues.

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TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

Activities, Achievements and Performance

The past 12 months have brought successes but also challenges, for all areas of the organisation.

Crossfields Europa have had numerous new consultancy commissions from schools in Denmark and an educational institute in Germany, as well as new coaching clients.

Crossfields Awarding's request to Ofqual to be able to create and submit qualifications at levels 6 and 7 in the teaching and lecturing, agriculture and health and social care sectors was approved by Ofqual this year. We were also approved to develop qualifications in Business Management at levels 3-7 and philosophy at Level 7. This is an excellent step forward and means that the range of qualifications we can offer has significantly increased.

The Trustees are also pleased to report that Crossfields Awarding successfully launched a further 4 qualifications in the year ending 31 March 2020:

- Crossfields Institute Level 2 Integrated Education Certificate
- Crossfields Institute Level 3 Integrated Education Certificate
- Crossfields Institute Level 2 Integrated Education Extended Diploma
- Crossfields Institute Level 3 Award in Therapeutic Group Work with Children and Young People

This brought the total number of regulated qualifications to 19 and the total number of learners registered on regulated qualifications between 1st April 2019 and 31st March 2020 was 291. New customised qualifications have also been developed and launched this year. There has also been increased interest and take up in Quality Mark approvals for centres and programmes within and outside the UK, which means that Crossfields Awarding' reach is extending in Europe and beyond.

With regards to Higher Education, the Postgraduate Certificate in Philosophy and Practice of Integrative Education (PPIE) welcomed its third cohort in January, with the students of the second cohort due to complete later this year. The delivery of PPIE is still split between Crossfields Europa and Crossfields Learning.

There have also been significant challenges this past year. The uncertainty over Brexit has meant colleges and training centres are more cautious about committing to the costs of new accreditation commissions and companies are less willing to invest in staff development. The awarding organisation and the higher education institute both experienced a drop in student numbers, this is replicated nationally, as student numbers dipped and this has been a common issue in many UK universities and awarding organisations.

As part of our charitable activities, donations were made to over 10 organisations and individuals. These donations in time and support included reduced fees for Higher Education students, donations to small charities and reduced costs for organisations that are aligned with our values and vision. Crossfields Institute is committed to supporting smaller charities whose work follows similar ethics, vision and values wherever possible. During the reporting year Crossfields Institute provided support for approved centres, learning organisations, educators and researchers working within further and higher education. Our focus is to work for and with individuals and organisations that promote develop integrative and holistic approaches to education and research. Crossfields Institute promotes dialogue and collaboration between educators, institutions and the public both nationally and internationally through research workshops and public

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TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

conferences where findings from our ongoing research and development activities are presented and disseminated.

For the final month of the year, the Coronavirus crisis began to affect the operations but there were no significant financial implications for this reporting year.

Financial Review

Our turnover for 2019-2020 was £303,641 (2018-2019 was £452,754). Crossfields Institute's income is based on project related contributions from a number of our affiliate organisations for educational activities and grants/donations from a number of partner organisations. Learner/student registration fees from our centres and/or individuals also contribute to the income, as well as a contribution to overheads from Crossfields Europa.

Resources expended were £264,769 (2019 £509,595). Expenses are essentially Institute staff costs, administration overheads, some external professional consultancy costs as well as governance overheads.

These activities created a net surplus of £38,872 (2019 deficit £56,841) before revaluations. The fall in income and resources expended were partly due to a restructuring of the organisation, with more of our activities being conducted through our subsidiary, Crossfields Europa. However there were also efficiency gains which resulted in the net surplus.

Looking to the balance sheet net current assets were £55,344 (2019 £74,757) and total net assets were £55,725 (2019 £16,853) before intangible assets are added. Overall, the balance sheet total is £276,625. The trustees have adopted a policy whereby the value of the Intangible asset will be reduced by £10,600 for the next 10 years. This is to bring the value of the intangible asset in line with the revaluation reserve and reflect a more conservative estimate of its value.

Reserves Policy

The Trustees consider that an appropriate level of reserves is such as to cover three months of minimal expenditure and to support learners and/or students to the natural conclusion of certification with Crossfields Institute (as per section A5.4 in Ofqual's Conditions of Recognition). Despite the challenging operating environment faced by the charitable sector in the current year, our reserves have been maintained. We have continued to repay working capital loans and are committed to increase these reserves to a level that more accurately reflects the Charity's liabilities over the coming five years.

Plans for Future Years

The Awarding Organisation will be seeking to continue to add to its portfolio of Ofqual regulated qualifications during the forthcoming year, especially as it is now approved to provide qualifications at levels 6 and 7. These new qualifications will focus on innovation in the sectors for which the Institute has been approved, which now include teaching and lecturing. It will also continue to expand its portfolio of self-regulated qualification and quality marks.

There will be another cohort of the PPIE course starting in January 2021 both in the UK and in Denmark, led by Crossfields Learning. Plans are also developing for a series of workshops, events and lectures, focusing on its specialist subjects, Agroecology, Education and Leadership Development.

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TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

Crossfields Europa is aiming to develop its consultancy and coaching portfolio, focusing on supporting schools as well as private organisations and individuals. Crossfields Institute Group (consultancy and education) will also continue to work on the 3 year contract to review the education of a large school, phase 3 of which should start in July 2020.

Going concern

The Trustees are aware that the past year has been challenging for the Charity. A combination of uncertainty due to Brexit and lower student numbers nationally has led to a further drop in learner numbers, as well as a drop in new business. However, the steps taken this year have been effective. This has included:

- a significant reduction in payroll by 30% and a move towards a more flexible model which will allow consultants to be brought in to work on projects as needed, without compromising on quality.
- a general reduction in overhead and accounting costs by reducing office space, renegotiating contracts and bringing book-keeping in house.

The combined effect of the above measures is that the new business target for 20/21 has been set at a more realistic level and we are already a long way towards achieving it. With this in mind we should be able to build up our reserves.

Public Benefit Statement The Trustees' approach to assessing public benefit comes from the statutory objective set for them by Parliament in the Charities Act 2011. The Trustees are confident that Crossfields Institute has provided clear public benefits fully related to its aims. Specifically graduates of our qualifications and programmes predominantly and typically work in health care, education and sustainable agriculture sectors. In more detail, we work with:

- 1) Educational therapeutic and care organisations that benefit children, adolescents and adults (including: Mulberry Bush, Novalis Trust, Jacaranda, Thempra, Steiner Waldorf Association for Special Education Needs and Disability). These organisations are charitable, almost all are registered charities
- 2) Mainstream or Steiner Waldorf (Free) Schools which are open and accessible to all children; these have flexible fee or contribution arrangements to enable access for children from all social strata; all these are registered charities
- 3) Early Years teacher education providers whose educational vision is aligned with the Institute and provide integrative and child-based education (Montessori International, London Steiner Early Years, Holistic Baby and Childcare)
- 4) Values-based and other therapeutic organisations often associated with NHS medical practices drug rehabilitation prison or probation services open and accessible to the general public; all these organisations are charitable almost all are registered charities
- 5) Performing arts organisations inspired by holistic or spiritual values benefiting the general public schools etc. through their performances and workshops; all these organisations are charitable almost all are registered charities

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TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

6) Sustainable agricultural and horticultural organisations working with bio-dynamic and organic principles and a high commitment to promoting environmental and social sustainability; their produce and methods benefit the public health and wellbeing; many of these organisations are part of the community supported agriculture (CSA) and are charitable or registered charities

7) Educational organisations that have integrative and holistic approaches to Education and Research. Graduates benefit from the unique action research based and integrative education methodologies applied in the programmes and qualifications developed, awarded or delivered by the Institute's different departments. Research findings are widely disseminated through the regular research conferences and public events that are organised by the Institute with partner bodies in the Higher Education sector internationally.

Responsibilities of the Management Committee

The Charity Trustees (who are also the Directors of Crossfield Institute for the purposes of company law) are responsible for preparing a Trustees' annual report and 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 the affairs of the Charitable Company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the council should follow best practice and:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the applicable Charities SORP
- make judgements and estimates that are reasonable and prudent
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and to 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 the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the Charitable Company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Trustees on DD MMMM 2020 and signed on its behalf by:

.....
Ms S Stoehr
Trustee

CROSSFIELDS INSTITUTE
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INDEPENDENT EXAMINERS REPORT TO THE MEMBERS OF CROSSFIELDS INSTITUTE

Independent Examiner's Report to the Trustees of Crossfields Institute

I report to the Charity Trustees on my examination of the accounts of the Company for the year ended 31 March 2020 which are set out on pages 11 to 25.

Responsibilities and basis of report

As the Charity Trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company 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 your Company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I confirm that I am qualified to undertake the examination because I am a member of ACCA, 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 company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts 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 accounts to be reached.

Signed:

Date:

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STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2020

	Notes	Unrestricted funds £	31.3.20 Total funds £	31.3.19 Total Funds £
INCOME				
Charitable Activity		294,290	294,290	449,164
Donations		9,342	9,342	3,580
Investment income		9	9	10
<hr/>				
Total income	2	303,641	303,641	452,754
EXPENDITURE				
Cost of generating Funds				
Charitable Activities	3	284,970	284,970	478,236
Other costs	4	21,332	21,332	31,359
<hr/>				
Total expenditure		284,970	284,970	509,595
<hr/>				
Net income / (expenditure)		18,721	18,721	(56,841)
<hr/>				
Unrestricted surplus on revaluation of intangible fixed assets		-	-	41,359
Net movement in funds		18,721	18,721	(15,482)
RECONCILIATION OF FUNDS				
Total funds brought forward		237,753	237,753	253,235
<hr/>				
TOTAL FUNDS CARRIED FORWARD		256,474	256,474	237,753
<hr/> <hr/>				

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BALANCE SHEET AS AT 31 MARCH 2020

	Notes	Unrestricted funds £	31.3.20 Total funds £	31.3.19 Total Funds £
FIXED ASSETS				
Tangible assets	6	5,269	5,269	9,502
Intangible assets	6a	316,100	316,100	326,700
		331,969	331,969	336,202
CURRENT ASSETS				
Debtors	10	63,133	63,133	116,014
Cash at bank		8,167	8,167	22,698
		71,300	71,300	138,712
CREDITORS				
Amounts falling due within one year	11	(126,644)	(126,644)	(213,469)
Net Current Assets/(Liabilities)		(55,344)	(55,344)	(74,757)
TOTAL ASSETS LESS LIABILITIES		276,625	276,625	261,445
CREDITORS				
Amounts falling due in more than one year	12	-	-	(23,692)
NET ASSETS		276,625	276,625	237,753
FUNDS				
Unrestricted funds	8	55,725	55,725	16,853
Revaluation reserve	8	220,900	220,900	220,900
TOTAL FUNDS		276,625	276,625	237,753

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CONFIRMATION STATEMENT FOR THE YEAR ENDED 31 MARCH 2020

In approving these financial statements as Directors of the Company we hereby confirm:

(a) The Company is entitled to the exemption from audit under Section 477(c) of the Companies Act 2006 for the year ended 31 March 2020. The Trustees have not required the Charitable Company to obtain an audit of its financial statement for the year ended 31 March 2020 in accordance with section 476 of the Companies Act 2006.

(b) That we acknowledge our responsibilities for:

- (1) ensuring that the Company keeps accounting records which comply with section 386 and 387 of the Companies Act 2006 and
- (2) 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 profit or loss for the year then ended in accordance with the requirements of section 394 and 395 and which otherwise comply with the provisions of the Companies Act 2006 relating to financial statements so far as is applicable to the Charitable Company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with FRS102 and the Charities SORP (FRS102). The notes on the following pages form part of these accounts.

These financial statements were approved and authorised for issue by the Trustees on _____
and signed on their behalf by:

.....

Ms S Stoehr

Trustee

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CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2020

	<u>2020</u>	<u>2019</u>
	£	£
CASH USED IN OPERATING ACTIVITIES	(14,540)	(40,221)
CASHFLOW FROM INVESTING ACTIVITIES		
Interest received	9	10
Payments to acquire tangible fixed assets	-	-
Payments to acquire intangible fixed assets	-	-
Receipts from disposal of tangible fixed assets	-	-
Cash provided by (used in) investing activities	-	-
 (DECREASE)/INCREASE IN CASH	 (14,531)	 (40,211)
 CASH AND CASH EQUIVALENT AT THE BEGINNING OF THE PERIOD	 22,698	 62,909
	_____	_____
 TOTAL CASH AND CASH EQUIVALENT AT THE END OF THE PERIOD	 8,167	 22,698
	_____	_____

**RECONCILIATION OF OPERATING (DEFICIT) TO NET CASH
(OUTFLOW)/INFLOW FROM OPERATING ACTIVITIES**

	<u>2020</u>	<u>2019</u>
	£	£
Net outgoing/incoming resources	38,872	(56,841)
Depreciation	14,833	4,498
Profit/(loss) on disposal of fixed assets	-	-
Interest received	(9)	(10)
Decrease/(Increase) in debtors	52,881	103,318
(Decrease)/Increase in creditors	(110,517)	(91,186)
	_____	_____
 Net cash (outflow)/inflow from operating activities	 (14,540)	 (40,221)
	_____	_____

ANALYSIS OF CHANGES IN NET FUNDS

	<u>1 Apr 2019</u>	<u>Cashflow</u>	<u>Non-Cash</u>	<u>31 Mar 2020</u>
Cash at bank and in hand	£22,693	£(14,531)	£ -	£8,167

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS-102) (effective 1 January 2015) – (Charities SORP (FRS-102)). Crossfields Institute meets the definition of a public benefit entity under FRS-102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Fund accounting

Unrestricted designated funds comprise those funds which the Trustees are free to use in accordance with the charitable objectives.

Income

All incoming resources are included in the Statement of Financial Activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories income:

- Fee income is included in full in the Statement of Financial Activities when receivable.
- Donated services and facilities are included at the value to the Charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.
- Incoming resources for generating funds are accounted for when earned.

Investment income

Investment income is interest received from the bank.

Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party. It is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities includes the costs of delivering services & other activities together with their associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (continued)

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

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.

Legal status of the Charity

The Charity is a company limited by guarantee and has no share capital. In the event of the Charity being wound up the liability in respect of the guarantee is limited to £1 per member of the Charity. The Charity is registered and incorporated in England and Wales and its registered address is Stroud House Russell Street Stroud Gloucestershire GL5 3AN.

Financial performance of the Charity

The Statement of Financial Activities states the financial performance of the Charity.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

- Fixtures and fittings – 20% straight line.
- Computer equipment – 25% on a reducing balance basis.
- IT software – 20% straight line.

Revaluation of assets policy and procedure

Policy Statement

The Executive Director in consultation with the Trustees shall revalue the assets of Crossfields Institute Group every 12 months. This policy includes all fixed tangible assets and intangible assets. For the purposes of this policy, intangible assets are defined below.

Definition

An intangible asset is “an identifiable non-monetary asset without physical substance”.

Such an asset is identifiable when:

- (a) it is separable, i.e. capable of being separated or divided from the entity and sold transferred licensed rented or exchanged either individually or together with a related contract asset or liability; or
- (b) it arises from contractual or other legal rights regardless of whether those rights are transferable or separable from the entity or from other rights and obligations.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (continued)

Crossfields Institute shall recognise an intangible asset if and only if:

- a) it is probable that the expected future economic benefits that are attributable to the asset will flow to the Institute;
- and
- b) the cost or value of the asset can be measured reliably according to accounting standards applicable at the time (FRS102)

Procedure:

Crossfields Institute recognises the value of the Awarding Organisation (1) and the value of qualifications and programmes for which the Institute is responsible (2).

(1) The value of the Awarding Organisation includes two components:

- 1. Direct expenses incurred in the Ofqual application process
- 2. A premium based on average market rate (obtained in the year of approval) for the purchase of an existing awarding organisation prior to the submission of any qualifications.

(2) The value of qualifications and programmes for which the Institute is responsible are based on the cost of managing and providing for the qualification over any two-year year including direct and indirect expense.

In March 2020 the trustees agreed that the intangible asset should be depreciated down to the value of the Revaluation reserve over a 10 year period. 10% of the excess will be written off per annum commencing with the 19/20 year end accounts. Trustees will have an annual review to ensure that no change is needed in this approach

As at year end 19/20	Intangible Asset	£327,000
	Revaluation Reserve	£221,000
	Surplus to be written off	£106,000

Trustees therefore agreed to depreciate at £10,600 p.a. for 10 years.

Taxation

The Charity is exempt from corporation tax on its charitable activities.

Surplus on activities is after charging:

	2020	2019
	£	£
Depreciation	4,234	4,498
Disposal of Tangible Assets	-	-
Intangible Assets Depreciation	10,600	-

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (continued)

2. INCOME	31.3.20	31.3.19
	£	£
Donations	9,342	3,580
Other Income	21,695	87,319
Commissioned Work	272,595	361,845
Deposit account interest	<u>9</u>	<u>10</u>
	<u>303,641</u>	<u>452,754</u>
3. CHARITABLE ACTIVITIES	31.3.20	31.3.19
	£	£
Salaries and Employment Taxes	142,867	277,738
Bank Charges and interest	2,495	2,463
Other Costs	141,303	198,035
	<u>286,665</u>	<u>478,236</u>
4. OTHER COSTS	31.3.20	31.3.19
	£	£
Trustees costs	750	2,573
Accountancy and Bookkeeping	17,536	25,009
Professional fees	3,046	3,777
	<u>21,332</u>	<u>31,359</u>

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (continued)

5. TOTAL RESOURCES EXPENDED

	Staff Costs £	Other Costs £	Total 2020 £	Total 2019 £
Cost of activities in the furtherance of charitable objectives	142,867	100,570	243,437	478,236
Management and administration of the Charity	<u>-</u>	<u>21,332</u>	<u>21,332</u>	<u>31,359</u>
	<u>142,867</u>	<u>121,902</u>	<u>264,769</u>	<u>509,595</u>
Staff Costs				
Administrative Salaries			47,027	44,670
Engaged in charitable activity			<u>95,840</u>	<u>233,068</u>
			<u>142,867</u>	<u>277,738</u>
Other costs				
CPD fees			709	11,927
Practical skills and mentoring development			20,289	107,974
Learner centre and conference fees			9,988	(5,103)
Workshop training			1,381	1,990
Office costs			2,605	5,700
Commission and effects			-	1,000
Academic and consultation fees			25,665	8,813
Bank Charges			323	371
Loan Interest			2,172	2,093
Insurance			4,799	3,090
Travel			4,204	12,223
Telephone			4,383	5,169
Postage and stationery			3,545	5,330
Sundries			-	-
Bad debt			1,912	147
Rents			6000	11,200
Computer equipment and Website costs			17,763	24,079
Trustee costs			750	2,573
Accountancy and bookkeeping			17,536	25,009
Professional fees			3,046	3,777
Depreciation			<u>14,833</u>	<u>4,498</u>
Charitable Expenditure			<u>141,303</u>	<u>231,860</u>

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (continued)

The average number of employees by function was	<u>2020</u>	<u>2019</u>
Engaged in charitable activities	6	8
Management and administration	1	2
	<hr/>	<hr/>
	7	10
	<hr/>	<hr/>

Trustees received no remuneration. No employees received above £60k in either year. The key management personnel received emoluments of £41,183 (2019 £69,957) during the year.

6 TANGIBLE FIXED ASSETS

	<u>IT Software</u>	<u>Computer Equipment</u>	<u>Total</u>
At April 1 2019	16,720	12,470	29,190
Additions	-	-	-
Disposals	<hr/>	<hr/>	<hr/>
At 31 March 2020	16,720	12,470	29,190
	<hr/>	<hr/>	<hr/>
Depreciation:			
At 1 April 2019	10,775	8,913	19,688
Charge for year	3,344	889	4,233
Disposal	<hr/>	<hr/>	<hr/>
At 31 March 2020	14,119	9,802	23,921
	<hr/>	<hr/>	<hr/>
Net book value at 31 March 2020	£ 2,601	£ 2,668	£ 5,269
	<hr/>	<hr/>	<hr/>
Net book value at 31 March 2019	£ 5,945	£ 3,557	£ 9,502
	<hr/>	<hr/>	<hr/>

CROSSFIELDS INSTITUTE
(A company limited by guarantee and not having share capital)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (continued)

6A. INTANGIBLE ASSETS

	<u>2020</u>	<u>2019</u>
Valuation		
At April 1	326,700	285,341
Additions	-	-
Revaluation	<u>-10,600</u>	<u>41,359</u>
 At 31 March	 <u>316,100</u>	 <u>326,700</u>
 Depreciation:		
At 1 April	-	-
Depreciation	<u>10,600</u>	<u>-</u>
 At 31 March 2020	 <u>-</u>	 <u>-</u>
 Net book value at 31 March	 <u>£ 316,100</u>	 <u>£ 326,700</u>

As explained in the trustee report, we will be lowering the NBV of the Intangible asset by 10% of £106,000 per year over the next 10 years to arrive at a new NBV of 221,000

7. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<u>Investment Reserve</u>	<u>Revaluation Reserve</u>	<u>2020 Funds</u>	<u>2019 Funds</u>
Fixed Assets	111,139	220,900	332,039	336,202
Current Assets	71,230	-	71,230	138,712
Current Liabilities	(126,644)	-	(126,644)	(213,469)
Long Term Liabilities	-	-		(23,692)
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
 Net assets at year end	 <u>55,725</u>	 <u>220,900</u>	 <u>276,625</u>	 <u>237,753</u>

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (continued)

8. MOVEMENT IN FUNDS

	At 1.4.19	Net movement in funds	At 31.3.20
	£	£	£
Unrestricted funds	16,853	38,872	55,725
Revaluation Reserve	220,900	-	220,900
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	237,753	38,872	276,625
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Net movement in funds, included in the above are as follows:

Net Movement in funds

	Income	Expenditure	Transfers	Movement in funds
	£	£	£	£
Unrestricted Funds	303,641	(264,769)	-	38,872
Revaluation Reserve	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	303,641	(264,769)	-	38,872
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

9. TAXATION

As a charity Crossfields Institute is exempt from tax on income and gains falling within Section 505 of the Taxes Act 2003 or S524 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

CROSSFIELDS INSTITUTE
(A company limited by guarantee and not having share capital)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (continued)

10. DEBTORS (amounts falling due within one year)

	31.3.20	31.3.19
	£	£
Trade Debtors,	47,279	109,072
Other Debtors	5,671	6,942
Intercompany	450	-
	<u>53,400</u>	<u>116,014</u>

11. CREDITORS (amounts falling due within one year)

	31.3.20	31.3.19
	£	£
Creditors	29,075	35,168
Taxation PAYE	5,612	5,179
Accrued expenses	53,349	132,645
Loans	37,865	30,000
Pensions	743	885
Intercompany	-	9,592
	<u>126,644</u>	<u>213,469</u>

12. CREDITORS (amounts falling due in more than one year)

	31.3.20	31.3.19
	£	£
Loans	<u>38,000</u>	<u>23,692</u>

The Charity has two loans. Loan one was initially for £25,000 from the Biodynamic Land Trust Ltd and second loan was for £100,000 from The Christian Community in Great Britain Ltd. This loan has been guaranteed by a charity number 312101 Emerson College Trust Limited. Both loans are being paid off on a regular basis.

CROSSFIELDS INSTITUTE
(A company limited by guarantee and not having share capital)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (continued)

13. SHARE CAPITAL

The Company is limited by guarantee and does not have share capital. Each member's liability is restricted to £1.

14. CAPITAL COMMITMENTS

The Company had no known capital commitments at the balance sheet date.

15. CONTINGENT LIABILITIES

None in the current year.

16. GOING CONCERN

The Trustees are confident that given the improved performance in the year, this will continue into 2020 and therefore no going concern issues are currently present. However, given the additional challenges of Coronavirus and Covid-19 in 2020, the Trustees are increasingly concerned that the Charity will still have sufficient resources to meet its liabilities as they fall due. Nevertheless, the actions taken this year to streamline the organisation and reduce costs stand it in good stead to meet the challenges ahead.

17. RELATED PARTY TRANSACTIONS

During the year the Company received income of £86,849 (2019 £117,932) plus paid expenses of £16,641 (2019 £75,748) to and from Crossfields Europa a company registered in Denmark. At the balance sheet date, it was owed £10,183 from Crossfields Europa.

18. CROSSFIELDS EUROPA

Crossfields Europa is a wholly owned subsidiary which is based in Denmark. A summary of the financial performance of the subsidiary is recorded below: -

	2020	2019
	£	£
Turnover	207,682	131,529
Costs and Expenses	(185,018)	(120,689)
Taxation	(3,044)	(3,177)
The aggregate assets on the Balance Sheet being:		
Assets	48,931	4,155
Liabilities	(5,455)	(11,088)
Intercompany	(450)	9,592
Funds	40,075	2,659