

# **TAVISTOCK AND PORTMAN CHARITABLE FUND**

## **2019/20 ANNUAL REPORT AND ACCOUNTS**

**Registered Charity Number: 1049530**

**Report of the trustees for the year ending 31 March 2020**

The Trustees present their annual report and financial statements of the Charity for the year ended 31 March 2020. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's trust deed; the Charities Act 2011; and Accounting and Reporting by Charities: Statement of Recommended Practice which is applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (as amended for accounting periods commencing 1 January 2016).

**Chair's report**

I am pleased to present the Annual Report and Accounts for the Tavistock and Portman Charitable Fund, as at 31 March 2020. In summary, during 2019-20 £32,364 was received in donations and other income and £35,337 was spent in accordance with fund purposes. The Trustees have a duty to ensure that funds, which are donated to the Charity, are used in an appropriate manner. The following report outlines the main activities of the Charity during the year ended 31 March 2020.

The Trustees are extremely grateful for the support the Charity receives from the local community, staff and patients. I would personally like to thank all of those who have worked to support the Charity.

**Signed:**A handwritten signature in black ink, appearing to read 'Paul Burstow', written in a cursive style.**Name:** Paul Burstow, Chair of Charitable Fund Trustees

## **Our purpose and activities**

The purpose of the Charity is the promotion of clinical education and research. The Trustees confirm that they have referred to the Charities Commission's guidance on public benefit when reviewing the Charity's duties.

The main duties of the Trustees are:

- To agree and recommend to the Charity Board of Directors a strategic policy for investing and utilising the assets of the Charity in pursuit of its stated purposes and to review that policy at least every three years.
- To consider and approve any proposals for expenditure above £20,000, except for where these relate to external grants awarded for specific purposes.
- To review and approve the annual report and accounts.

The main activities of the charity are in relation to the Tavistock Society of Psychotherapists ("TSP") and smaller projects for the welfare of patients, staff and trainees. TSP is the professional body for psychotherapists who have trained at the Tavistock and Portman NHS Foundation Trust. The TSP's aims include providing professional advice and peer group support for its members in all aspects of professional practice, promoting a culture of continuing professional development and being a first port of call for members seeking access to services available through the British Psychoanalytic Council.

## **Achievements and performance**

The Charity does not actively fundraise, but will continue to manage grants, donations, legacies and other income towards the objects of the National Health Service.

## **Financial review**

Performance during the year resulted in an overall deficit of £2,975. At 31 March 2020, the Charity held funds of £365,781. Of this, £222,866 was restricted and £142,915 unrestricted.

## **Investment powers and policy**

The Charity continues to use NatWest and CAF Bank to meet its daily banking needs. The trustees of the Charity may start the process of looking to appoint an investment fund manager to look at the options available with regard to the investment of funds.

## **Reserves policy**

The Trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately three months unrestricted charitable expenditure. The trustees consider that the ideal level of reserves as at 31 March 2020 would be £23,000.

## **Going concern**

The Trustees have reviewed the circumstances of the Charity and consider that adequate resources continue to be available to fund the activities of the Charity for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the accounts.

**Risk management**

The Charity has no investment portfolio and therefore is exposed to little risk. All expenditure is applied in line with the objects of the Charity. Expenditure is authorised in accordance with the Charity's financial procedures.

**Plans for the future**

The Tavistock and Portman Charitable Fund will be merged with the Tavistock Clinic Foundation to create a new charity named The Tavistock and Portman Charity. It is anticipated that the merger will take place in Winter 2020/21. The Tavistock and Portman Charitable Fund will continue in name only for short period after the proposed merger to allow time to transfer all assets and liabilities to the new charity.

**Reference and administrative details**

The Tavistock and Portman Charitable Fund was established by a declaration of Trust dated 4 September 1995, to contain the funds held on trust by the Tavistock and Portman NHS Trust (since 1 November 2006, an NHS Foundation Trust).

Its objects cover *any charitable purpose or purposes to the National Health Service wholly or mainly for the services provided by the Tavistock and Portman Clinics.*

Two legacies are registered as separate charities under the "umbrella" of the Charitable Fund, and are included in the accounts.

**Registered office**

Trust Secretary  
Tavistock and Portman NHS Foundation Trust  
120 Belsize Lane  
London, NW3 5BA

**Independent Examiner**

M J Bushell  
8 High Street  
Brentwood  
Essex, CM14 4AB

**Bankers**

National Westminster Bank Plc  
3<sup>rd</sup> Floor  
Argyll House  
246 Regent Street  
London, W1R 6PB

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent, ME19 4JQ

**Charity Number**

1049530

## Key management personnel

The Trustees are made up of the Tavistock and Portman NHS Foundation Trust board of directors, including the chief executive officer, and are considered the key management personnel. The Trustees are charged with directing and controlling the Charity and running and operating the Charity on a day to day basis. All Trustees give of their time freely and no Trustee remuneration was paid in the year.

## Structure, Governance and Management

The Tavistock and Portman NHS Foundation Trust is Trustee of the Charity and has appointed a Charitable Fund Committee, whose main duties as listed in its terms of reference are:

- To agree and recommend to the Board / Trustees of the Charity a strategic policy for investing and utilising the assets of the Charity in pursuit of its stated purposes and to review that policy at least every three years.
- To consider and approve any proposals for expenditure above £20,000, except where these relate to external grants awarded for specific purposes.
- To review the financial statements of the Charity annually and more frequently if appropriate.
- To meet annually to discuss Charity business.

The Directors of The Tavistock and Portman NHS Foundation Trust during 2019/20 were as follows:

### Chairman

Professor Paul Burstow \*

### Non-Executive Directors

Professor Dinesh Bhugra

Dr Debbie Colson

Ms Helen Farrow

Mr David Holt

Mr David Levenson – From Sept 2019

### Executive Directors

Mr Paul Jenkins – Chief Executive \*

Dr Dinesh Sinha – Medical Director

Ms Chris Caldwell – Nursing Director

Dr Sally Hodges – Chief Clinical Operating Officer

Mr Brian Rock – Director of Education and Training, and Dean

Mr Terry Noys – Deputy Chief Executive and Director of Finance\*

\* indicates the members of the Board's Charitable Fund Committee.

The Chair and the Non-Executive Directors of the Tavistock and Portman NHS Foundation Trust ("Foundation Trust") are appointed by its Council of Governors.

The Chief Executive of the Foundation Trust is appointed by the Chair and the Non-Executive Directors of the Foundation Trust. The other Executive Directors of the Foundation Trust are appointed by the Chair, the Non-Executive Directors and the Chief Executive of the Foundation Trust.

### **Governing document**

The Charity is a registered charity, number 1049530, and is constituted under a trust deed dated 4<sup>th</sup> September 1995 and supplemental deed dated 26<sup>th</sup> March 1997.

The objects of the Charity, as stated in the trust deed, are to 'apply the income and at their discretion, so as far as may be permissible the capital, for any charitable purposes relating to the National Health Service'. The Charity does not actively fundraise and seeks to continue the work stated in its objects through the careful stewardship of its existing resources.

### **Trustee induction and training**

New Trustees undergo an orientation day to brief them on:

- their legal obligations under charity and company law
- the Charity Commission guidance on public benefit
- the content of the Memorandum and Articles of Association, the Charity decision-making processes, the business plan and recent financial performance.

During the induction day they meet key employees and other Trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

### **Trustee's responsibilities in relation to the financial statements**

The Trustees are responsible for preparing the Trustees' Annual Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources for that year.

In preparing the financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- 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 sufficient 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 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Charity's trust deed. They

TAVISTOCK AND PORTMAN CHARITABLE FUND ANNUAL REPORT AND ACCOUNTS 2019/20

are also responsible for safeguarding the assets of the Charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees on 25/11/2020 and signed on their behalf by:

**Signed:**

A handwritten signature in black ink, appearing to read 'Paul Burstow', written in a cursive style.

**Name:** Paul Burstow, Chair of Charitable Fund Trustees

## Independent examiner's statement

I report on the accounts of the charity for the year ended 31 March 2020, which are set out on pages 9 to 16.

### Respective responsibilities of Trustees and examiner

The charity's Trustees are responsible for the preparation of the financial statements. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination being a qualified member of ACA FCCA.

Having satisfied myself that the charity is not subject to audit under charity law and is eligible for independent examination, it is my responsibility to:

- (i) examine the financial statements under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

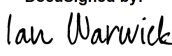
### Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the next statement.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
  - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - (ii) to prepare financial statements which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;
 have not been met or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

DocuSigned by:  
  
 7E271242C7164F9...

### Ian Warwick ACA FCCA

M J Bushell Ltd  
 8 High Street  
 Brentwood  
 Essex  
 CM14 4AB

12 January 2021  
 Dated: .....



## TAVISTOCK AND PORTMAN CHARITABLE FUND ANNUAL REPORT AND ACCOUNTS 2019/20

**Tavistock and Portman Charitable Fund**  
**Statement of Financial Activities for the year ending 31 March 2020**

|   |      | 2019/20            |                  |                 | 2018/19            |                  |
|---|------|--------------------|------------------|-----------------|--------------------|------------------|
|   |      | Unrestricted Funds | Restricted Funds | Total Funds     | Unrestricted Funds | Restricted Funds |
|   | Note | £                  | £                | £               | £                  | £                |
| <b>Income</b>                             |      |                    |                  |                 |                    |                  |
| Donations                                 | 2    | 630                | -                | 630             | 148,324            | -                |
| Charitable Activities                     | 2    | -                  | 29,257           | 29,257          | 617                | 50,009           |
| Investment Income                         | 2    | 2,477              | -                | 2,477           | 266                | -                |
| <b>Total Income</b>                       |      | <b>3,107</b>       | <b>29,257</b>    | <b>32,364</b>   | <b>149,207</b>     | <b>50,009</b>    |
| <b>Expenditure</b>                        |      |                    |                  |                 |                    |                  |
| Charitable Activities                     | 3    | (8,118)            | (27,219)         | (35,337)        | (13,550)           | (80,453)         |
| <b>Total Expenditure</b>                  |      | <b>(8,118)</b>     | <b>(27,219)</b>  | <b>(35,337)</b> | <b>(13,550)</b>    | <b>(80,453)</b>  |
| <b>Net income/(expenditure)</b>           |      | <b>(5,011)</b>     | <b>2,037</b>     | <b>(2,975)</b>  | <b>135,657</b>     | <b>(30,444)</b>  |
| <b>Net movement in funds for the year</b> |      | <b>(5,011)</b>     | <b>2,037</b>     | <b>(2,975)</b>  | <b>135,657</b>     | <b>(30,444)</b>  |
| <b>Reconciliation of funds</b>            |      |                    |                  |                 |                    |                  |
| Total funds brought forward               |      | 147,926            | 220,830          | 368,756         | 12,269             | 251,274          |
| Total funds carried forward               |      | 142,915            | 222,866          | 365,781         | 147,926            | 220,830          |

**Tavistock and Portman Charitable Fund**  
**Balance Sheet as at 31/03/2020**

|   |      | 2019/20            |                  |                 | 2018/19            |                  |
|---|------|--------------------|------------------|-----------------|--------------------|------------------|
|   |      | Unrestricted Funds | Restricted Funds | Total Funds     | Unrestricted Funds | Restricted Funds |
|   | Note | £                  | £                | £               | £                  | £                |
| <b>Current Assets</b>                   |      |                    |                  |                 |                    |                  |
| Debtors                                 | 4    | 6,236              | 1,470            | 7,706           | 151,999            | 1,470            |
| Cash at bank and in hand                |      | 166,411            | 233,320          | 399,731         | 17,367             | 219,358          |
| <b>Total Current Assets</b>             |      | <b>172,647</b>     | <b>234,790</b>   | <b>407,437</b>  | <b>169,366</b>     | <b>220,828</b>   |
| <b>Current Liabilities</b>              |      |                    |                  |                 |                    |                  |
| Creditors                               | 6    | (29,732)           | (11,924)         | (41,656)        | (21,438)           | -                |
| <b>Total Current Liabilities</b>        |      | <b>(29,732)</b>    | <b>(11,924)</b>  | <b>(41,656)</b> | <b>(21,438)</b>    | <b>-</b>         |
| <b>Net Current Assets/(Liabilities)</b> |      | <b>142,915</b>     | <b>222,866</b>   | <b>365,781</b>  | <b>147,928</b>     | <b>220,828</b>   |
| <b>The Funds of the Charity</b>         |      |                    |                  |                 |                    |                  |
| Restricted Income Funds                 |      |                    | 222,866          | 222,866         | -                  | 220,830          |
| Unrestricted Income Funds               |      | 142,915            |                  | 142,915         | 147,926            | -                |
| <b>Total Charity Funds</b>              |      | <b>142,915</b>     | <b>222,866</b>   | <b>365,781</b>  | <b>147,926</b>     | <b>220,830</b>   |

The notes on pages 10 to 16 form part of these accounts.

Approved by the trustees on 25/11/2020 and signed on their behalf by:

**Signed:**



**Name:** Paul Burstow, Chair of Charitable Fund Trustees

## Notes to the accounts

### 1. Accounting Policies

The Tavistock and Portman Charitable Fund is an unincorporated charity. Its registered office is 120 Belsize Lane, London NW3 5BA.

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### a. Basis of preparation

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) as amended for accounting periods commencing from 1 January 2016) the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The charitable fund constitutes a public benefit entity as defined by FRS 102.

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

The accounts have been prepared on the historical cost convention. The principal accounting policies adopted are set out below.

#### b. Going concern

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

#### c. Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Trust's work or for specific projects being undertaken by the Trust.

#### d. Income recognition

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

Donations and grants are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation or grant is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully

met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Legacy recognition is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Membership and other income is included in the financial statements on an accruals basis.

**e. Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

**f. Expenditure recognition**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis.

All expenses, including support costs and governance costs, are allocated to the charitable activity in the statement of financial activities.

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice.

**g. Irrecoverable VAT**

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

**h. Allocation of support and governance costs**

Support and governance costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include payroll, finance, systems and governance costs. The bases on which support costs have been allocated are set out in note 3.

**i. Cash at bank and in hand**

Cash and cash equivalents include cash in hand and deposits held at call with bank.

**j. Financial instruments**

The Charitable Fund 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 Fund's balance sheet when the Fund becomes party to the contractual provisions of the instrument.

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

**Basic financial assets**

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

Prepayments are valued at the amount prepaid net of any trade discounts due.

**Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price allowing for any trade discounts due unless the arrangement constitutes a financing transaction, 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, using the effective interest rate method.

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. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

**Critical accounting estimates and judgements**

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

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

## TAVISTOCK AND PORTMAN CHARITABLE FUND ANNUAL REPORT AND ACCOUNTS 2019/20

The trustees do not believe there to be any judgements or estimates that would be considered critical to the financial statements.

## 2. Income

|                     | 2019/20            |                  |             | 2018/19            |                  |                |
|---------------------|--------------------|------------------|-------------|--------------------|------------------|----------------|
|                     | Unrestricted Funds | Restricted Funds | Total Funds | Unrestricted Funds | Restricted Funds | Total Funds    |
|                     | £                  | £                | £           | £                  | £                | £              |
| Donations and Gifts | 630                | -                | 630         | -                  | -                | -              |
| Legacy              | -                  | -                | -           | 148,324            | -                | 148,324        |
| <b>Donations</b>    | <b>630</b>         | <b>-</b>         | <b>630</b>  | <b>148,324</b>     | <b>-</b>         | <b>148,324</b> |

|                              | 2019/20            |                  |               | 2018/19            |                  |                |
|------------------------------|--------------------|------------------|---------------|--------------------|------------------|----------------|
|                              | Unrestricted Funds | Restricted Funds | Total Funds   | Unrestricted Funds | Restricted Funds | Total Funds    |
|                              | £                  | £                | £             | £                  | £                | £              |
| Membership income            | -                  | 29,257           | 29,257        | -                  | 48,704           | 48,704         |
| Royalties income             | -                  | -                | -             | -                  | 1,137            | 1,137          |
| Other Income                 | -                  | -                | -             | 617                | 168              | 785            |
| <b>Charitable Activities</b> | <b>-</b>           | <b>29,257</b>    | <b>29,257</b> | <b>150</b>         | <b>84,714</b>    | <b>50,626</b>  |
| <b>Investment Income</b>     | <b>2,477</b>       | <b>-</b>         | <b>2,477</b>  | <b>266</b>         | <b>-</b>         | <b>266</b>     |
| <b>Total Income</b>          | <b>3,107</b>       | <b>29,257</b>    | <b>32,364</b> | <b>2,236</b>       | <b>84,714</b>    | <b>199,216</b> |

Of the £32,364 income in 2019/20 (2018/17: £199,216), £29,257 was charged to restricted funds (2018/19: £84,714) and £3,107 to unrestricted funds (2018/19 £2,236).

## TAVISTOCK AND PORTMAN CHARITABLE FUND ANNUAL REPORT AND ACCOUNTS 2019/20

## 3. Expenditure

|                              | 2019/20            |                  |               | 2018/19            |                  |               |
|------------------------------|--------------------|------------------|---------------|--------------------|------------------|---------------|
|                              | Unrestricted Funds | Restricted Funds | Total Funds   | Unrestricted Funds | Restricted Funds | Total Funds   |
|                              | £                  | £                | £             | £                  | £                | £             |
| Research                     | -                  | 7,070            | 7,070         | 670                | 13,657           | 14,327        |
| Membership                   | -                  | 3,058            | 3,058         | -                  | 59,996           | 59,996        |
| Staff welfare and amenities  | -                  | 10,356           | 10,356        | 3,386              | 6,200            | 9,586         |
| Patient Fares                | -                  | 1,058            | 1,058         | -                  | -                | -             |
| Miscellaneous                | -                  | 5,678            | 5,678         | -                  | -                | -             |
| <b>Charitable Activities</b> | <b>-</b>           | <b>27,219</b>    | <b>27,219</b> | <b>4,056</b>       | <b>79,853</b>    | <b>83,909</b> |

|                                  | 2019/20            |                  |               | 2018/19            |                  |               |
|----------------------------------|--------------------|------------------|---------------|--------------------|------------------|---------------|
|                                  | Unrestricted Funds | Restricted Funds | Total Funds   | Unrestricted Funds | Restricted Funds | Total Funds   |
|                                  | £                  | £                | £             | £                  | £                | £             |
| Legal and professional fees      | 4,290              | -                | 4,290         | -                  | -                | -             |
| System fees                      | -                  | -                | -             | -                  | 600              | 600           |
| Finance and administration costs | 202                | -                | 202           | 4,500              | -                | 4,500         |
| Independent examiner's fees      | 3,626              | -                | 3,626         | 4,994              | -                | 4,994         |
| <b>Governance</b>                | <b>8,118</b>       | <b>-</b>         | <b>8,118</b>  | <b>9,494</b>       | <b>600</b>       | <b>10,094</b> |
| <b>Total Expenditure</b>         | <b>8,118</b>       | <b>27,219</b>    | <b>35,337</b> | <b>13,550</b>      | <b>80,453</b>    | <b>94,003</b> |

Of the £35,337 expenditure in 2019/20 (2018/19: £94,003), £27,219 was charged to restricted funds (2018/19: £80,453) and £8,118 to unrestricted funds (£13,550).

## 4. Debtors

|                              | Unrestricted Funds | Restricted Funds | 2019/20      | 2018/19        |
|------------------------------|--------------------|------------------|--------------|----------------|
|                              | £                  | £                | £            | £              |
| Student Loans                | 3,040              | -                | 3,040        | 2,040          |
| Tavistock Clinic Foundation  | 2,836              | -                | 2,836        | 149,600        |
| Other debtors                | 360                | 1,470            | 1,830        | 1,829          |
| <b>Total Current Debtors</b> | <b>6,236</b>       | <b>1,470</b>     | <b>7,706</b> | <b>153,469</b> |

## TAVISTOCK AND PORTMAN CHARITABLE FUND ANNUAL REPORT AND ACCOUNTS 2019/20

## 5. Reconciliation of net movements in funds to net cash flow from operating activities

|  | 2019/20        | 2018/19         |
|--|----------------|-----------------|
|  | £              | £               |
| Net movement in funds                                | (2,975)        | 105,213         |
| Deduct interest income shown in investing activities | (2,477)        | (266)           |
| Decrease/(increase) in debtors                       | 145,763        | (149,011)       |
| Increase/(decrease) in creditors                     | 20,218         | 1,222           |
| <b>Net cash used in operating activities</b>         | <b>160,529</b> | <b>(42,841)</b> |

## 6. Creditors

|                                | Unrestricted Funds | Restricted Funds | 2019/20       | 2018/19       |
|--------------------------------|--------------------|------------------|---------------|---------------|
|                                | £                  | £                | £             | £             |
| Tavistock and Portman NHS FT   | 26,732             | 11,924           | 38,656        | 16,438        |
| Independent examiner's fees    | 3,000              | -                | 3,000         | 5,000         |
| <b>Total Current Creditors</b> | <b>29,732</b>      | <b>11,924</b>    | <b>41,656</b> | <b>21,438</b> |

## 7. Analysis of movement in funds

|  | 2017/18        | Movement       |                 | 2018/19        | Movement      |                 | 2019/20        |
|--|----------------|----------------|-----------------|----------------|---------------|-----------------|----------------|
|  | Total Funds    | Income         | Expenditure     | Total Funds    | Income        | Expenditure     | Total Funds    |
|  | £              | £              | £               | £              | £             | £               | £              |
| <b>Restricted funds</b>                    |                |                |                 |                |               |                 |                |
| Margaret Pritchard Legacy                  | 87,153         | -              | (1,000)         | 86,153         | -             | (1,000)         | 85,153         |
| Tavistock Society of Psychotherapists      | 95,449         | 48,764         | (73,403)        | 70,810         | 29,257        | (22,092)        | 77,975         |
| Shaw Legacy                                | 20,077         | -              | (402)           | 19,675         | -             | (1,394)         | 18,282         |
| Centre For Social Work Research            | 5,136          | -              | (103)           | 5,033          | -             | (101)           | 4,932          |
| Family Therapy                             | 6,700          | -              | (134)           | 6,566          | -             | (131)           | 6,435          |
| Richards - PERU                            | 5,372          | -              | (107)           | 5,265          | -             | (105)           | 5,160          |
| General Project Fund                       | 5,149          | -              | (103)           | 5,046          | -             | (101)           | 4,945          |
| Mulberry Bush Day Fund                     | 3,304          | -              | (66)            | 3,238          | -             | (65)            | 3,173          |
| Maria Rhode's Fund                         | 2,800          | -              | (56)            | 2,744          | -             | (55)            | 2,689          |
| International Psychoanalytical Association | 2,992          | -              | (60)            | 2,932          | -             | (59)            | 2,873          |
| T & P Art Fund                             | 3,872          | 108            | (77)            | 3,903          | -             | (872)           | 3,031          |
| Patient Escort Fees                        | 2,039          | -              | (41)            | 1,998          | -             | (1,098)         | 900            |
| Ethnic Identity Krause                     | 1,403          | -              | (28)            | 1,375          | -             | (27)            | 1,348          |
| GID  | 2,721          | -              | (54)            | 2,667          | -             | (53)            | 2,614          |
| <b>(14 funds &gt;£1k)</b>                  | <b>246,871</b> | <b>50,009</b>  | <b>(79,477)</b> | <b>217,405</b> | <b>29,257</b> | <b>(27,152)</b> | <b>219,510</b> |
| <b>(12 Funds restricted &lt;£1k)</b>       | <b>4,401</b>   | <b>-</b>       | <b>(976)</b>    | <b>3,425</b>   | <b>-</b>      | <b>(69)</b>     | <b>3,356</b>   |
| <b>Restricted Total</b>                    | <b>251,274</b> | <b>50,009</b>  | <b>(80,453)</b> | <b>220,830</b> | <b>29,257</b> | <b>(27,221)</b> | <b>222,866</b> |
| <b>Unrestricted funds</b>                  |                |                |                 |                |               |                 |                |
| <b>(6 funds unrestricted)</b>              | <b>(432)</b>   | <b>149,207</b> | <b>(13,550)</b> | <b>147,926</b> | <b>3,107</b>  | <b>(8,118)</b>  | <b>142,915</b> |
| <b>Grand Total (32 funds)</b>              | <b>250,842</b> | <b>199,216</b> | <b>(94,003)</b> | <b>368,756</b> | <b>32,364</b> | <b>(35,339)</b> | <b>365,781</b> |

**8. Related party transactions**

|                                     | 2019/20      | 2019/20       | 2018/19        | 2018/19       |
|-------------------------------------|--------------|---------------|----------------|---------------|
|                                     | Debtors      | Creditors     | Debtors        | Creditors     |
|                                     | £            | £             | £              | £             |
| <b>Tavistock Clinic Foundation</b>  | <b>2,836</b> | <b>-</b>      | <b>149,600</b> | <b>-</b>      |
| <b>Tavistock and Portman NHS FT</b> | <b>-</b>     | <b>38,656</b> | <b>-</b>       | <b>16,438</b> |
| <b>Total Current Creditors</b>      | <b>-</b>     | <b>38,656</b> | <b>-</b>       | <b>16,438</b> |

The Tavistock and Portman NHS Foundation Trust is the sole trustee of the Charitable Fund. The Charitable Fund reimburses the Foundation Trust for staff and other expenses borne on its account.

No trustee received any remuneration during the year and there were no other expenses reimbursed to any trustee other than those shown above.

No staff are employed directly by the Charitable Fund. Instead, they are employed by the Tavistock and Portman NHS Foundation Trust and this is reimbursed and included in the above.

**9. Contingent liabilities**

The Directors of the Tavistock and Portman NHS Foundation Trust are not aware of any material contingent liabilities relating to the Charitable Fund.

**10. Post balance sheet events**

The trustees are not aware of any events that have arisen since the end of the year which have affected or may significantly affect the operations of the Charitable Fund.