

**SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**  
(A Company Limited by Guarantee and not having a Share Capital)

**ANNUAL REPORT AND ACCOUNTS  
FOR THE 12 MONTHS to 30 SEPTEMBER 2020**



Sutton Mental Health Foundation  
63 Downs Road  
Belmont  
Surrey  
SM2 5NR

Telephone:  
020 8770 0172

E-mail  
**[admin@smhf.org.uk](mailto:admin@smhf.org.uk)**

Company Number: 3549053  
Registered Charity Number: 1069945

## CONTENTS

### **Page**

|                                   |         |
|-----------------------------------|---------|
| Report of the Trustees            | 1 - 10  |
| Independent Auditor's Report      | 11 - 13 |
| Statement of Financial Activities | 14 - 15 |
| Balance Sheet                     | 16      |
| Notes to the Financial Statements | 17 – 25 |

**SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**  
**(A Company Limited by Guarantee and not having a Share Capital)**  
**Report of the Trustees for the twelve months ended 30 September 2020**

**Charity Name:** Sutton Mental Health Foundation Charity Company  
**Company Registration Number:** 3549053  
**Charity Registration Number:** 1069945  
**Registered Office:** 63 Downs Road  
Belmont, Surrey  
SM2 5NR

**Chair:** David Jones (until 21 July 2020)  
Peter Thomas (from 21 July 2020)  
**Treasurer:** Malcolm Booth (until 1 December 2020)  
**Trustees:** Christopher Akass (until 4 August 2020)  
David Jones (until 1 December 2020)  
Naomi Kenny  
Natalie Rogers  
Peter Thomas  
Heather Vernon (from 1 December 2020)  
**Company Secretary:** Carol Jacques (until 28 January 2020)

**Operational Services Manager:** Ovie Oboh  
**Peer Support Co-ordinator and  
Community Liaison Lead:** Carol Jacques  
**User Engagement and Co-production  
Adviser:** Lisa Lancefield

**Bankers:** Lloyds TSB Bank  
49 High Street  
Sutton, Surrey

The Charities Official Investment Fund (COIF)  
St Alphage House  
2 Fore Street  
London EC2Y 5AQ

**Independent auditors:** Myrus Smith  
Chartered Accountants  
Norman House, 8 Burnell Road  
Sutton, Surrey SM1 4BW

**SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**  
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**Report of the Trustees for the twelve months ended 30 September 2020**

## **Report on the year**

In the first half of this year, SMHF sought external consultancy support to enhance its managerial capability and strengthen its operations. Following this work, the Trustees received a robust report identifying key action points to enable the organisation to develop and thrive in an increasingly demanding and competitive environment.

The second half of the year (from mid March 2020) was marked by the coronavirus pandemic, during which most routine activities were suspended or replaced by remote contact. SMHF managed to maintain contact with almost all of its users and developed a strong network of contacts using telephone, email and its website. All staff remained fully active during this period, mostly working from home and attending meetings online. Free online activities were developed to replace the wellbeing activities we used to offer. Significant improvements were made to the organization's IT facilities to make this possible.

From July, preparations were made for a gradual return to face to face activity, including one to one support by appointment at our base in Belmont. We were able to undertake maintenance and repairs to our facilities whilst the premises were closed.

The Company adopted revised Articles of Association at its Annual General Meeting in December 2019.

## **Structure, Governance and Management**

### **Governing Document**

The Company is a charitable company limited by guarantee. Its governing documents are its Memorandum and Articles of Association.

### **Trustees**

The directors of the Company are also charity trustees for the purpose of charity law. They are elected at the Annual General Meeting of the company and one third of them retire in rotation each year.

The Board seeks members who understand the needs of people who use mental health services, who reflect the diversity of the community and who can contribute to the business

# **SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**

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## **Report of the Trustees for the twelve months ended 30 September 2020**

needs of the Company. People with direct experience of mental distress are actively welcomed to serve on the Board.

During the year the board had a broad mix of skills drawn from commerce, administration, social work, human relations, IT, teaching, psychiatry and counselling. Several Trustees have direct experience of mental health problems and of using mental health services. All made contributions to the work of the company by sharing their expertise with staff and in other ways.

In the event of the Company being wound up Trustees are required to contribute an amount not exceeding £1.

### **Organisational Structure**

The Board of Trustees meets at least bi-monthly and is responsible for the strategic direction and policy of the Company. The Secretary also sits on the Board but does not vote.

The managers are responsible for the day to day running of the Company's activities and for the supervision and development of its staff. The remuneration of the charity's key management personnel is set by the Board of Trustees, taking into account the charity's financial position and the amount paid for comparable roles in comparable organisations.

The Board of Trustees is responsible for the management of the risks faced by the Company. Risks are identified, assessed and reviewed throughout the year. The Company's risk management processes are reviewed annually.

The key controls used by the Company include:

- Formal Board agendas
- Strategic planning, budgeting and management accounting
- Established organisational structure and lines of reporting
- Formal written policies
- Clear authorisation and approval levels
- Vetting procedures as required by law for the protection of vulnerable adults.

The Board of Trustees is satisfied that the major risks identified through the risk management processes established for the Company have been adequately mitigated where necessary. It is recognised that systems can only provide reasonable but no absolute assurance that major risks have been adequately managed.

# **SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**

**(A Company Limited by Guarantee and not having a Share Capital)**

## **Report of the Trustees for the twelve months ended 30 September 2020**

The Company recognises the importance of its relationships with its main funders, the Sutton Clinical Commissioning Group (NHS Sutton) and the London Borough of Sutton. It also seeks to work closely with statutory service providers, particularly the South West London and St George's Mental Health NHS Trust, Community Action Sutton and third sector funders and charitable trusts.

### **Objects, Aims, Objectives and Activities**

#### **Charitable Objects**

The revised articles of association provide that the objects of the Company shall be to promote any charitable purposes for the benefit of people with mental health problems resident in the London Borough of Sutton and other areas of the UK at the trustees' discretion.

#### **Public Benefit**

Within these Objects, the Company's public benefit aim is to provide high quality support to residents of Sutton who have experienced mental distress or who are at risk of doing so. Most services are provided free of charge to users, subject to capacity, although a charge may be made for services which provide direct benefit to individuals or small groups.

The Trustees seek continually to review the services provided and to adapt them to changing needs. In particular, the Trustees seek to involve the people who use the Foundation's services in developing, delivering and evaluating these services to ensure that they meet the relevant needs as fully as possible.

Accordingly the Board of Trustees has complied with the duty in Section 17, Charities Act 2011, to have regard to the Public Benefit guidance published by the Charity Commission.

#### **Activities**

The Company's principal activities are as follows:

##### **Belmont Connect**

Belmont Connect is a drop-in service commissioned and paid for by the London Borough of Sutton. Prior to the Covid-19 pandemic it opened on four weekdays and on Sundays offering a safe and welcoming environment and social support to people with experience of severe mental distress. During the application of Government restrictions due to Covid,

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## **Report of the Trustees for the twelve months ended 30 September 2020**

support was provided remotely, by telephone or through the internet. The Connect service has a strong ethos of community and mutual support.

### **Advice services**

The Foundation does not offer advice directly but has access to Sutton Citizens' Advice Bureau and directs users to sources of advice as necessary.

### **User engagement and co-production**

The Foundation has supported the Sutton 1in4 Network, a community organisation for people in Sutton who have experience of mental distress, with the intention of improving local mental health services and providing mutual support. The Foundation also supports people with experience of using mental health services to respond to consultations by service commissioners of the London Borough of Sutton and the NHS Sutton Clinical Commissioning Group on the design, commissioning, performance and review of mental health services in the borough. During the Pandemic this work continued online.

### **Peer support**

The Foundation supports a team of peer support workers who provide peer support in a number of different contexts, including the acute psychiatric ward at Springfield Hospital and the Accident and Emergency Department at St Helier Hospital. Individual appointments for peer support are arranged at various locations in the local community and for particular client groups. Work to establish a project to use peer support to encourage people on the SMI register to access physical health checks was also brought to a halt by Covid-19.

8 new peer support workers were trained in the course of the year; a further 10 trainees were unable to complete their training in this period, due to covid. Over 80 people received individual peer support during the period.

# **SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**

**(A Company Limited by Guarantee and not having a Share Capital)**

## **Report of the Trustees for the twelve months ended 30 September 2020**

### **Achievements and performance**

- 1. Providing support.** The Foundation provided direct support to over 200 people through its Connect service
- 2. Building relationships and resilience.** SMHF staff worked closely with NHS colleagues and the London Borough of Sutton to design new initiatives, including a Crisis Café for Sutton (which is planned to go live in the summer of 2021)
- 3. Funding.** We secured funding from the London Borough of Sutton to maintain our Connect service for a further year, to March 2021. Agreement was reached on the provision of continuing funding from the NHS for our peer support services.  
We are grateful to several generous donors who supported our work. We have experienced a gradual increase in personal, charitable and corporate donations which give us a degree of freedom to supplement the services which we are contracted to provide and to explore new possibilities. We are also grateful to be chosen as the joint Mayor's Charity from April 2020 – March 2021.
- 4. Information and advice.** During lockdown, access to advice and information was provided by means of a telephone enquiry service, through social media and the Internet.
- 5. Sutton 1in4 Network** Members of the 1in4 Network contributed to the development of Crisis Café proposals.
- 6. Peer support. Over 80 people** benefitted from peer support in the course of the year.

### **Plans for 2020-21**

Our plans for 20-21 include:

- Restoring and improving our Connect service to meet the mental health needs of people in Sutton, including those affected by the coronavirus pandemic
- Implementing plans to provide a Crisis Café in Sutton, relieving pressure on A&E and providing a calm and supportive environment for people in mental health crisis
- Consolidating and building on improvements to our management systems policies and procedures, especially by making effective use of Charity Log, a database which will facilitate our record keeping and interactions with other agencies, and the Sage 50 financial accounting system
- Expanding our peer support service to increase our work with Recovery and Support Team
- Consolidating our board and seeking new appointments, especially of people with first hand experience of mental distress, to ensure that we keep the needs of users constantly in mind.



# **SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**

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## **Report of the Trustees for the twelve months ended 30 September 2020**

### **Financial Review**

The results of the Company for the twelve months to 30 September 2020 are set out on pages 14 to 25.

The gross income of the company for the period was £240,033. 31% of income came from the London Borough of Sutton and 48% from NHS Sutton.

Gross expenditure amounted to £210,493 giving a net surplus of £29,540.

### **Unrestricted funds:**

General fund: Balance: £117,907

Held to meet costs which fall outside the scope of restricted or designated funding, including costs arising from new initiatives and in response to specific needs for which no funding has been received.

### **Designated Funds:**

Business Continuity Fund: Balance: £50,000

This fund has been set up by the Board to be held in reserve in case of cessation of funding by either (or both) the Local Authority and Clinical Commissioning Group (NHS Sutton) to enable the organisation to maintain its activities for a limited period where appropriate whilst seeking to secure alternative funding

Building Fund: Balance: £380,796

Represents the funds raised and used to purchase the premises and to refurbish them, less accrued depreciation. This fund represents the value of fixed assets and is not held in cash

Fund for Future Obligations: Balance: £50,000

Funds held in reserve to meet any adjustment costs resulting from future loss of funding, such as redundancy payments.

Training activities: Balance: £436

Fund to represent the surplus or deficit on training activities.

Total Unrestricted and Designated Funds: Balance: £599,139

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## **Report of the Trustees for the twelve months ended 30 September 2020**

### **Restricted funds**

Hearing Voices: Balance: £3,187

The residue of a grant of £7,000 received to set up hearing voices groups for younger people. With the agreement of the donor, this funding is now being used for similar purposes.

Renovation: Balance: £15,661

The residue of a fund set up to provide for the modernisation of the Foundation's premises in 2011. This fund is now being used for improvements and repairs to the building as and when they are required.

Safe House Fund: Balance: £22,342

A fund derived mainly from funds raised by the Mayor's charity in 2012/14 to support the development of crisis support services.

Mental Health Administrative Support: Balance: £3,325

This represents the balance of provision by NHS Sutton for administrative support to the Commissioning Advisory Group.

Belmont Connect Learn Support Centre as well as the Sunday Drop In were funded by a contract with the London Borough of Sutton. Any deficit has been funded by the General Reserve.

Client and Community Development work is funded by NHS Sutton for work undertaken in the community rather than in the centres, and the annual surpluses have been transferred to the General Reserves.

### **Investment Policy**

Apart from the Building Fund, which is represented by the depreciated value of the Freehold Property, its original improvements and the 2011 refurbishment, fund balances are held in bank current and deposit accounts or as cash and as such are immediately available. To increase returns on funds which are not expected to be spent in the short term, the decision has been taken to invest some of the funds on the money market with first class banks for periods of up to one year.

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**Report of the Trustees for the twelve months ended 30 September 2020**

## **Reserves Policy**

The reserves policy calls for reserves to be held in the general funds in the range of three to six months operating expenditure. Based on the last period expenses this would be a financial range of between £52,623 and £105,247. Unrestricted general funds amounted to £117,907 at 30 September 2020.

The Trustees have continued to seek new opportunities for the Foundation, whilst seeking to reduce costs where possible. The current costs of most activities were fully met during the year. The Trustees continue to keep costs under regular review.

These unrestricted reserves are held in readily realisable assets which the Trustees consider to be assets that are easily converted into cash.

## **Statement of Trustee Responsibilities**

The Trustees (who are also Directors of Sutton Mental Health Foundation for the purposes of Company Law) are responsible for producing the Trustees' Report and the Financial Statements in accordance with applicable law and United Kingdom accounting standards (United Kingdom General Accounting Standards)

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 apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- 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 charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the Charitable Company and to enable them to ensure that the Financial Statements comply with the Companies Act 2006.

# **SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**

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## **Report of the Trustees for the twelve months ended 30 September 2020**

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

In so far as the Trustees are aware:

- There is no relevant audit information of which the Charitable Company's auditor is unaware; and
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

### **Auditors**


A resolution to re-appoint as Auditors Messrs. Myrus Smith, Chartered Accountants, Norman House, 8 Burnell Road, Sutton, Surrey SM1 4BW was adopted at the Annual General Meeting on 1 December 2020.

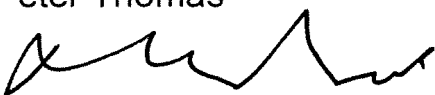
### **Exemption Statement**

This Trustees' report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to Small Companies.

Approved and signed on behalf of the Trustees

Sutton Mental Health Foundation Charity Company  
63 Downs Road  
Belmont, Surrey  
SM2 5NR

  
Chair  
Peter Thomas

  
Treasurer  
Malcolm Booth

Date: 29/06/21

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF**  
**SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**  
(A Company Limited by Guarantee and Not Having a Share Capital)

**Opinion**

We have audited the financial statements of Sutton Mental Health Foundation Charity Company for the year ended 30 September 2020 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. 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).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 September 2020, 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.

**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

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF**  
**SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**  
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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 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 directors' 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 directors' report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

**Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement, 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 the 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.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF**  
**SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**  
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A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

**Use of our report**

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.

Kevin Fisher BA FCA CTA (*Senior Statutory Auditor*)  
For and on behalf of Myrus Smith, Statutory Auditor

Norman House  
8 Burnell Road  
Sutton, Surrey  
SM1 4BW

2021

**SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**  
(A Company Limited by Guarantee and Not Having a Share Capital)

**STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

|                                      | Notes   | Total<br>Unrestricted<br>funds<br>£ | Total<br>Restricted<br>funds<br>£ | Total<br>Funds<br>2020<br>£ |
|--------------------------------------|---------|-------------------------------------|-----------------------------------|-----------------------------|
| <b>Income</b>                        |         |                                     |                                   |                             |
| Donations and legacies               | 2       | 48,632                              | -                                 | 48,632                      |
| Charitable activities                | 3       | -                                   | 189,296                           | 189,296                     |
| Investments                          | 4       | 740                                 | -                                 | 740                         |
| Other                                | 5       | 575                                 | 790                               | 1,365                       |
| <b>Total</b>                         |         | <u>49,947</u>                       | <u>190,086</u>                    | <u>240,033</u>              |
| <b>Expenditure</b>                   |         |                                     |                                   |                             |
| Charitable activities                | 6       | <u>3,030</u>                        | <u>207,463</u>                    | <u>210,493</u>              |
| <b>Total</b>                         |         | <u>3,030</u>                        | <u>207,463</u>                    | <u>210,493</u>              |
| <b>Net income/(expenditure)</b>      | 8       | 46,917                              | (17,377)                          | 29,540                      |
| Transfers between funds              | 14 & 15 | <u>(20,006)</u>                     | <u>20,006</u>                     | <u>-</u>                    |
| <b>Net movement in funds</b>         |         | 26,911                              | 2,629                             | 29,540                      |
| <b>Reconciliation of funds</b>       |         |                                     |                                   |                             |
| Fund balances brought forward        | 14 & 15 | <u>572,228</u>                      | <u>41,886</u>                     | <u>614,114</u>              |
| <b>Fund balances carried forward</b> | 14 & 15 | <u><u>£599,139</u></u>              | <u><u>£44,515</u></u>             | <u><u>£643,654</u></u>      |

All income and expenditure derive from continuing activities.

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

The notes form part of these financial statements.



**SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**  
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**STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 30 SEPTEMBER 2019**

|                                      | Notes   | Total<br>Unrestricted<br>funds<br>£ | Total<br>Restricted<br>funds<br>£ | Total<br>Funds<br>2019<br>£ |
|--------------------------------------|---------|-------------------------------------|-----------------------------------|-----------------------------|
| <b>Income</b>                        |         |                                     |                                   |                             |
| Donations and legacies               | 2       | 16,910                              | 6,260                             | 23,170                      |
| Charitable activities                | 3       | -                                   | 173,235                           | 173,235                     |
| Investments                          | 4       | 855                                 | -                                 | 855                         |
| Other                                | 5       | 2,576                               | 1,386                             | 3,962                       |
| <b>Total</b>                         |         | <u>20,341</u>                       | <u>180,881</u>                    | <u>201,222</u>              |
| <b>Expenditure</b>                   |         |                                     |                                   |                             |
| Charitable activities                | 6       | <u>3,030</u>                        | <u>200,185</u>                    | <u>203,215</u>              |
| <b>Total</b>                         |         | <u>3,030</u>                        | <u>200,185</u>                    | <u>203,215</u>              |
| <b>Net income/(expenditure)</b>      | 8       | 17,311                              | (19,304)                          | (1,993)                     |
| Transfers between funds              | 14 & 15 | <u>(11,439)</u>                     | <u>11,439</u>                     | <u>-</u>                    |
| <b>Net movement in funds</b>         |         | 5,872                               | (7,865)                           | (1,993)                     |
| <b>Reconciliation of funds</b>       |         |                                     |                                   |                             |
| Fund balances brought forward        | 14 & 15 | <u>566,356</u>                      | <u>49,751</u>                     | <u>616,107</u>              |
| <b>Fund balances carried forward</b> | 14 & 15 | <u><u>£572,228</u></u>              | <u><u>£41,886</u></u>             | <u><u>£614,114</u></u>      |

All income and expenditure derive from continuing activities.

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

The notes form part of these financial statements.

**SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**  
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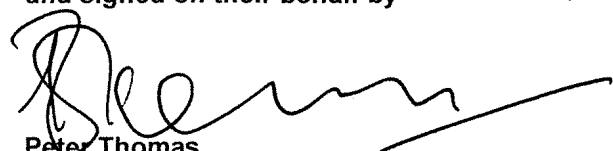
**BALANCE SHEET AS AT 30 SEPTEMBER 2020**

|   | Notes | 2020            | 2019            |
|---|-------|-----------------|-----------------|
|   |       | £               | £               |
| <b>FIXED ASSETS</b>                                   |       |                 |                 |
| Tangible assets                                       | 11    | 380,796         | 383,826         |
| <b>CURRENT ASSETS</b>                                 |       |                 |                 |
| Debtors   | 12    | 35,342          | 7,067           |
| Cash at bank and in hand                              |       | 266,906         | 262,215         |
|   |       | <u>302,248</u>  | <u>269,282</u>  |
| <b>CREDITORS:</b> Amounts falling due within one year | 13    | <u>39,390</u>   | <u>38,994</u>   |
| <b>NET CURRENT ASSETS</b>                             |       | <u>262,858</u>  | <u>230,288</u>  |
| <b>NET ASSETS</b>                                     | 16    | <u>£643,654</u> | <u>614,114</u>  |
| <b>FUNDS</b>  |       |                 |                 |
| Unrestricted funds                                    | 14    | 599,139         | 572,228         |
| Restricted funds                                      | 15    | 44,515          | 41,886          |
| <b>TOTAL FUNDS</b>                                    |       | <u>£643,654</u> | <u>£614,114</u> |

These financial statements have been prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies.

Approved by the Board of Trustees on  
and signed on their behalf by

2021

  
Peter Thomas  
Chair

  
Malcolm Booth  
Treasurer

The notes form part of these financial statements.

**SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**  
(A Company Limited by Guarantee and Not Having a Share Capital)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**1. ACCOUNTING POLICIES**

**a) Basis of Preparation**

The charity constitutes a public benefit entity as defined by FRS 102. 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity.

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

**b) Income Recognition**

Income is included in the Statement of Financial Activities when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

Grant income is recognised in accordance with agreed budgets and timeframes. Amounts received but which relate to future reporting periods are accounted for as deferred income. In the case of multi-year grants, the aggregate amount of future instalments not yet received and which are subject to satisfactory performance is disclosed as a contingent asset.

**c) Expenditure and Irrecoverable VAT**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. 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.

Expenditure on charitable activities comprises the costs of running the various activities and services for the charity's beneficiaries

Expenditure includes those costs of a direct nature which can be allocated to a specific activity. It also includes indirect costs, including governance costs that do not relate to a specific activity but are necessary to support them.

Irrecoverable VAT is charged as a cost against the associated expense heading.

**d) Fund Accounting**

Unrestricted general funds are those funds which are freely available for use in furtherance of the objects of the charity and which have not been designated for specific purposes.

Designated funds are unrestricted funds which have been set aside by the trustees for specific purposes.

Restricted funds are funds which can only be used in accordance with specific restrictions imposed by the donor or which have been raised for a particular purpose.

**SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**  
(A Company Limited by Guarantee and Not Having a Share Capital)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**e) Fixed Assets and Depreciation**

Depreciation is provided so as to write off the cost of each asset over its estimated useful life at the following annual rates:

|                                |                        |
|--------------------------------|------------------------|
| Freehold Land                  | Nil                    |
| Freehold Property improvements | 43 years straight line |
| Office equipment and computers | 3 years straight line  |
| Furniture and fixtures         | 5 years straight line  |

**f) Debtors and creditors within one year**

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

**g) Pension costs**

The charity operates a defined contribution scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**2. DONATIONS AND LEGACIES**

|           | Unrestricted<br>Funds | Restricted<br>Funds | Total<br>2020  | Total<br>2019  |
|-----------|-----------------------|---------------------|----------------|----------------|
| Donations | <u>£48,632</u>        | <u>£Nil</u>         | <u>£48,632</u> | <u>£23,170</u> |

Of the £23,170 received in 2019, £16,910 related to unrestricted funds and £6,260 related to restricted funds.

**3. INCOME FROM CHARITABLE ACTIVITIES**

|                      | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>2020<br>£ | Total<br>2019<br>£ |
|----------------------|----------------------------|--------------------------|--------------------|--------------------|
| Grants and contracts | -                          | 189,296                  | 189,296            | 173,235            |
|                      | <u>-</u>                   | <u>189,296</u>           | <u>189,296</u>     | <u>173,235</u>     |
|                      | <u>-</u>                   | <u>£189,296</u>          | <u>£189,296</u>    | <u>£173,235</u>    |

Of the £173,235 received in 2019, £Nil related to unrestricted funds and £173,235 related to restricted funds.

**SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**  
(A Company Limited by Guarantee and Not Having a Share Capital)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**4. INVESTMENT INCOME**

|               | Unrestricted<br>Funds | Restricted<br>Funds | Total<br>2020 | Total<br>2019 |
|---------------|-----------------------|---------------------|---------------|---------------|
| Bank interest | £740                  | £Nil                | £740          | £855          |
|               | <u>£740</u>           | <u>£Nil</u>         | <u>£740</u>   | <u>£855</u>   |

All of the £855 received in 2019 related to unrestricted funds.

**5. OTHER INCOME**

|                         | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>2020<br>£ | Total<br>2019<br>£ |
|-------------------------|----------------------------|--------------------------|--------------------|--------------------|
| Rental and other income | 575                        | -                        | 575                | 2,576              |
| Kitchen income          | -                          | 790                      | 790                | 1,386              |
|                         | <u>£575</u>                | <u>£790</u>              | <u>£1,365</u>      | <u>£3,962</u>      |

Of the £3,962 received in 2019, £2,576 related to unrestricted funds and £1,386 restricted funds.

**6. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES**

|                           | Direct<br>Costs<br>£ | Support<br>Costs<br>£ | Total<br>2020<br>£ | Total<br>2019<br>£ |
|---------------------------|----------------------|-----------------------|--------------------|--------------------|
| Salaries                  | 128,918              | 32,278                | 161,196            | 141,981            |
| Staff and volunteer costs | 1,196                | 1,582                 | 2,778              | 4,049              |
| Travel outings            | -                    | 36                    | 36                 | 624                |
| Premises                  | -                    | 19,143                | 19,143             | 15,601             |
| General office            | -                    | 20,896                | 20,896             | 17,732             |
| Publicity                 | -                    | 308                   | 308                | 802                |
| Professional fees         | -                    | 200                   | 200                | 16,910             |
| Governance (note 7)       | -                    | 2,906                 | 2,906              | 2,486              |
| Depreciation              | -                    | 3,030                 | 3,030              | 3,030              |
|                           | <u>£130,114</u>      | <u>£80,379</u>        | <u>£210,493</u>    | <u>£203,215</u>    |

Of the £203,215 expenditure in 2019, £3,030 was charged to unrestricted funds and £200,185 was charged to restricted funds.

**SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**  
(A Company Limited by Guarantee and Not Having a Share Capital)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**7. GOVERNANCE COSTS**

|                    | Total<br>2020<br>£ | Total<br>2019<br>£ |
|--------------------|--------------------|--------------------|
| Wages and salaries | 650                | 650                |
| Audit fees         | 2,256              | 1,836              |
|                    | <u>£2,906</u>      | <u>£2,486</u>      |

**8. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) for the year is stated after charging:

|                          | 2020          | 2019          |
|--------------------------|---------------|---------------|
| - Auditor's remuneration | £2,256        | £1,836        |
| - Depreciation           | £3,030        | £3,030        |
|                          | <u>£2,256</u> | <u>£1,836</u> |

**9. TRUSTEES' REMUNERATION AND EXPENSES**

The trustees neither received nor waived any remuneration during the year (2019: £Nil) nor were they reimbursed any expenses.

**10. STAFF COSTS**

|                       | Total<br>2020<br>£ | Total<br>2019<br>£ |
|-----------------------|--------------------|--------------------|
| Wages and salaries    | 155,697            | 137,419            |
| Social security costs | 4,389              | 4,066              |
| Pension costs         | 1,760              | 1,146              |
|                       | <u>£161,846</u>    | <u>£142,631</u>    |

There was no employee who received total employee benefits (excluding employer pension costs) in excess of £60,000 in either year.

The only key management personnel recognised during the year were the Trustees. The Trustees received no employee benefits as per Note 9.

The average number of employees, calculated on a full-time equivalent basis, analysed by function was:

|                              | 2020<br>Number | 2019<br>Number |
|------------------------------|----------------|----------------|
| Direct charitable activities | 4              | 4              |
| Management and support       | 1              | 1              |
|                              | <u>5</u>       | <u>5</u>       |

**SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**  
(A Company Limited by Guarantee and Not Having a Share Capital)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**11. TANGIBLE FIXED ASSETS**

|                       | Freehold<br>Land | Freehold<br>Property | Fixtures<br>and<br>Fittings | Office and<br>Computer<br>equipment | Total           |
|-----------------------|------------------|----------------------|-----------------------------|-------------------------------------|-----------------|
|                       | £                | £                    | £                           | £                                   | £               |
| <b>Cost</b>           |                  |                      |                             |                                     |                 |
| At 1 October 2019     | 300,000          | 85,746               | 23,249                      | 28,108                              | 437,103         |
| Additions             | -                | -                    | -                           | -                                   | -               |
|                       | <u>300,000</u>   | <u>85,746</u>        | <u>23,249</u>               | <u>28,108</u>                       | <u>437,103</u>  |
| At 30 September 2020  | 300,000          | 85,746               | 23,249                      | 28,108                              | 437,103         |
| <b>Depreciation</b>   |                  |                      |                             |                                     |                 |
| At 1 October 2019     | -                | 3,992                | 23,249                      | 26,036                              | 53,277          |
| Charge in year        | -                | 1,994                | -                           | 1,036                               | 3,030           |
|                       | <u>-</u>         | <u>5,986</u>         | <u>23,249</u>               | <u>27,072</u>                       | <u>56,307</u>   |
| At 30 September 2020  | -                | 5,986                | 23,249                      | 27,072                              | 56,307          |
| <b>Net book value</b> |                  |                      |                             |                                     |                 |
| At 30 September 2020  | <u>£300,000</u>  | <u>£79,760</u>       | <u>£Nil</u>                 | <u>£1,036</u>                       | <u>£380,796</u> |
| At 30 September 2019  | <u>£300,000</u>  | <u>£81,754</u>       | <u>£Nil</u>                 | <u>£2,072</u>                       | <u>£383,826</u> |

**12. DEBTORS**

|               | 2020<br>£      | 2019<br>£    |
|---------------|----------------|--------------|
| Other debtors | 33,312         | 4,717        |
| Prepayments   | 2,030          | 2,350        |
|               | <u>£35,342</u> | <u>7,067</u> |

**13. CREDITORS – amounts falling due within one year**

|                 | 2020<br>£      | 2019<br>£      |
|-----------------|----------------|----------------|
| Accruals        | 1,890          | £1,494         |
| Deferred income | 37,500         | 37,500         |
|                 | <u>£39,390</u> | <u>£38,994</u> |

**SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**  
(A Company Limited by Guarantee and Not Having a Share Capital)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**14. UNRESTRICTED FUNDS**

|                     | 1 Oct<br>2019<br>£ | Income<br>£    | Expenditure<br>£ | Project<br>transfers<br>£ | 30 Sept<br>2020<br>£ |
|---------------------|--------------------|----------------|------------------|---------------------------|----------------------|
| General fund        | 87,966             | 49,947         | -                | (20,006)                  | 117,907              |
| Designated funds:   |                    |                |                  |                           |                      |
| Training            | 436                | -              | -                | -                         | 436                  |
| Business continuity | 50,000             | -              | -                | -                         | 50,000               |
| Future obligations  | 50,000             | -              | -                | -                         | 50,000               |
| Building fund       | 383,826            | -              | 3,030            | -                         | 380,796              |
|                     | <u>£572,228</u>    | <u>£49,947</u> | <u>£3,030</u>    | <u>£(20,006)</u>          | <u>£599,139</u>      |

Comparative information for the analysis of unrestricted funds in the previous year is as follows:

|                     | 1 Oct<br>2018<br>£ | Income<br>£    | Expenditure<br>£ | Project<br>transfers<br>£ | 30 Sept<br>2019<br>£ |
|---------------------|--------------------|----------------|------------------|---------------------------|----------------------|
| General fund        | 82,172             | 17,233         | -                | (11,439)                  | 87,966               |
| Designated funds:   |                    |                |                  |                           |                      |
| Training            | 436                | -              | -                | -                         | 436                  |
| Business continuity | 50,000             | -              | -                | -                         | 50,000               |
| Future obligations  | 50,000             | -              | -                | -                         | 50,000               |
| Building fund       | 383,748            | 3,108          | 3,030            | -                         | 383,826              |
|                     | <u>£566,356</u>    | <u>£20,341</u> | <u>£3,030</u>    | <u>£(11,439)</u>          | <u>£572,228</u>      |

The purpose of each fund is set out in the Report of the Trustees.



**SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**  
(A Company Limited by Guarantee and Not Having a Share Capital)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**15. RESTRICTED FUNDS**

|                               | 1 Oct<br>2019<br>£ | Income<br>£     | Expenditure<br>£ | Project<br>transfers<br>£ | 30 Sept<br>2020<br>£ |
|-------------------------------|--------------------|-----------------|------------------|---------------------------|----------------------|
| Belmont Connect Learn Support | -                  | 70,539          | 82,203           | 11,664                    | -                    |
| Safe House                    | 22,630             | -               | 288              | -                         | 22,342               |
| Client Development            | -                  | 21,158          | 47,556           | 26,398                    | -                    |
| 1 in 4                        | -                  | 2,510           | 674              | (1,836)                   | -                    |
| Hearing Voices                | 3,227              | -               | 40               | -                         | 3,187                |
| Physical Health               | -                  | 10,039          | 3,766            | (6,273)                   | -                    |
| Peer Support Works            | -                  | 64,276          | 57,203           | (7,073)                   | -                    |
| Sunday Drop in                | -                  | 5,250           | 2,026            | (3,224)                   | -                    |
| Renovation                    | 15,661             | -               | -                | -                         | 15,661               |
| Perinatal                     | -                  | -               | 310              | 310                       | -                    |
| Mental Health                 | 368                | 16,314          | 13,397           | 40                        | 3,325                |
|                               | <u>£41,886</u>     | <u>£190,086</u> | <u>£207,463</u>  | <u>£20,006</u>            | <u>£44,515</u>       |

Comparative information for the analysis of restricted funds in the previous year is as follows:

|                               | 1 Oct<br>2018<br>£ | Income<br>£     | Expenditure<br>£ | Project<br>transfers<br>£ | 30 Sept<br>2019<br>£ |
|-------------------------------|--------------------|-----------------|------------------|---------------------------|----------------------|
| A & E                         | -                  | 5,880           | 4,084            | (1,796)                   | -                    |
| Perinatal                     | -                  | 6,721           | 1,583            | (5,138)                   | -                    |
| Belmont Connect Learn Support | -                  | 70,886          | 84,842           | 13,956                    | -                    |
| Safe House                    | 22,315             | 315             | -                | -                         | 22,630               |
| Client Development            | -                  | 19,089          | 27,492           | 8,403                     | -                    |
| Community Development         | -                  | 38,178          | 17,244           | (20,934)                  | -                    |
| Hearing Voices                | 3,367              | -               | 140              | -                         | 3,227                |
| Polish                        | 4,774              | 4,945           | 9,439            | (280)                     | -                    |
| Peer Support Works            | -                  | 19,934          | 40,984           | 21,050                    | -                    |
| Sunday Drop In                | -                  | 5,500           | 1,678            | (3,822)                   | -                    |
| Renovation                    | 15,661             | -               | -                | -                         | 15,661               |
| Mental Health                 | 3,634              | 9,433           | 12,699           | -                         | 368                  |
|                               | <u>£49,751</u>     | <u>£180,881</u> | <u>£200,185</u>  | <u>£11,439</u>            | <u>£41,886</u>       |

The purpose of each fund is set out in the Report of the Trustees.

**SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**  
(A Company Limited by Guarantee and Not Having a Share Capital)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**16. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

|                     | Tangible<br>fixed<br>assets<br>£ | Net<br>current<br>assets<br>£ | Total<br>2020<br>£   |
|---------------------|----------------------------------|-------------------------------|----------------------|
| Restricted Funds:   |                                  |                               |                      |
| Hearing Voices      | -                                | 3,187                         | 3,187                |
| Safe House          | -                                | 22,342                        | 22,342               |
| Mental Health       |                                  | 3,325                         | 3,325                |
| Renovation          | -                                | 15,661                        | 15,661               |
|                     | <hr/> -                          | <hr/> 44,515                  | <hr/> 44,515         |
| Designated Funds:   |                                  |                               |                      |
| PSW Training        | -                                | 436                           | 436                  |
| Business Continuity | -                                | 50,000                        | 50,000               |
| Future Obligations  | -                                | 50,000                        | 50,000               |
| Building Fund       | 380,796                          | -                             | 380,796              |
|                     | <hr/> 380,796                    | <hr/> 100,436                 | <hr/> 481,232        |
| Unrestricted Funds: |                                  |                               |                      |
| General Fund        | -                                | 117,907                       | 117,907              |
| Total               | <hr/> <hr/> £380,796             | <hr/> <hr/> £262,858          | <hr/> <hr/> £643,654 |

**SUTTON MENTAL HEALTH FOUNDATION CHARITY COMPANY**  
(A Company Limited by Guarantee and Not Having a Share Capital)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**16. ANALYSIS OF NET ASSETS BETWEEN FUNDS ../cont'd**

Comparative information for the analysis of the net assets between the funds in the previous year is as follows:

|                     | Tangible<br>fixed<br>assets<br>£ | Net<br>current<br>assets<br>£ | Total<br>2019<br>£ |
|---------------------|----------------------------------|-------------------------------|--------------------|
| Restricted Funds:   |                                  |                               |                    |
| Hearing Voices      | -                                | 3,227                         | 3,227              |
| Safe House          | -                                | 22,630                        | 22,630             |
| CAG Admin           | -                                | 368                           | 368                |
| Renovation          | -                                | 15,661                        | 15,661             |
|                     | <hr/>                            | <hr/>                         | <hr/>              |
|                     | -                                | 41,886                        | 41,886             |
|                     | <hr/>                            | <hr/>                         | <hr/>              |
| Designated Funds:   |                                  |                               |                    |
| PSW Training        | -                                | 436                           | 436                |
| Business Continuity | -                                | 50,000                        | 50,000             |
| Future Obligations  | -                                | 50,000                        | 50,000             |
| Building Fund       | 383,826                          | -                             | 383,826            |
|                     | <hr/>                            | <hr/>                         | <hr/>              |
|                     | 383,826                          | 100,436                       | 482,190            |
|                     | <hr/>                            | <hr/>                         | <hr/>              |
| Unrestricted Funds: |                                  |                               |                    |
| General Fund        | -                                | 87,966                        | 87,966             |
|                     | <hr/>                            | <hr/>                         | <hr/>              |
| <b>Total</b>        | <u>£383,826</u>                  | <u>£230,288</u>               | <u>£614,114</u>    |

**17. RELATED PARTY TRANSACTIONS**

There were no transactions with related parties in 2020 or 2019.