

TLC - ST LUKE'S

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

Registered Charity No. 1141796
Company Registration No. 07379872

TLC - ST LUKE'S

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TLC – ST LUKE'S**Report of the trustees for the year ended 30th September 2020**

The trustees present their annual directors' report and financial statements of the charity for the year ended 30th September 2020 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Objectives and activities

The purposes of the charity are to further such charitable purposes for the benefit of those living in Manchester and the surrounding area, as the trustees see fit, in particular, but not exclusively by:

- ~ providing facilities recreation and other leisure time occupations in the interest of social welfare
- ~ advancing education
- ~ relieving those in need
- ~ relieving sickness and promoting good health
- ~ promoting community capacity building; and
- ~ promoting the voluntary sector for the public benefit.

The charity provides support to those members of the community with mental health problems and to disadvantaged community groups whom, in the views of the trustees, are in need of additional assistance.

The main activities are to:

- provide drop-in's and creative/learning/volunteering opportunities for people with mental health needs in Manchester and surrounding areas
- provide, or signpost individuals to advice sessions in legal matters, mental health support, welfare rights/benefits and general advocacy

The trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the Charity's aims and objectives, in planning future activities, and setting the policies for the year.

The charity furthers its charitable purposes for the public benefit through engaging with the community in a range of locations. From September – December 2019 we retained our long established base at St Luke's Church and Neighbourhood Centre, in the Manchester areas of Ardwick/Longsight. St Luke's PCC required us to leave these premises so staff worked tirelessly to secure alternative premises. The Art Project continues to be mainly based at Pool Arts and the Drop-In services are now offered at two neighbourhood centres (Church of Saint Nazarene and the Ida Kinsey centre). Both of these venues are of superior quality to those at St Luke's. Many of our activities are geared towards people in Manchester with mental health needs. We aim to provide a warm, safe and comfortable place for people to meet with others and take part in health related activities and projects and classes that encourage self-confidence and independence.

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Our project works closely with the local residents association at Ida Kinsey Centre, Church of Saint Nazarene and Pool Arts to provide affordable space to other local community groups with similar aims. This helps to further our commitment to deliver activities that aim to promote social inclusion, through making accessible activities to a wide and diverse population.

We are able to offer some advice, advocacy and legal support through links with a local solicitor and the Legal Aid scheme and the services of trained volunteers, and have links with other projects to which we can signpost people for more complex issues.

A review of our achievements and performance

Report on TLC Art Project

Despite the difficulties arising from our anticipated move from our long term premises and relationship with St Luke's Church, the work to enable people with mental health difficulties to engage in the arts and creativity in order to add to their mental wellbeing continued throughout the year. We continued to offer 2 open drop in art studio workshops per week - one of 4 hours for women only and one of 5 hours that coincides with the regular drop in cafe on Tuesdays.

Lockdown emergency

Once lock down hit us in March, we were adaptable and began a new remote way to run our service, thanks to Arts Council Emergency funding we could offer a regular newsletter and remote Mail art sessions on the phone / postal basis, employing three additional artists for one to one work as well as delivering around forty to fifty welfare and regular contact calls to isolated individuals - in recent feedback these were extremely well valued with high percentage of people saying these were very important to their coping during long periods of isolation.

Numbers attending the studio remained consistent. Total attendees averaged 52 individuals in each quarter of the year at the art studio and Pool Arts with whom we continued our long standing partnership and support their participants with creative direction and administrative support. This continued after we left St Luke's Church as

Pool Arts offered their studio as a future base for the Art Project following departure from St Luke's - building the relationship further still.

After lockdown, the project began to reach more individuals who received our newsletters online.

Continuation of studio sessions was seamless after Christmas. We removed from St Luke's on 19th December with help from an emergency grant from Our Manchester, supporting transport costs and creating storage at the new studio base alongside Pool Arts. Sessions resumed first week in January with orientation leaflets and a programme of walks from drop in at Nazarene to studio.

We continued to use our grant from Our Manchester Voluntary and Community Service (OMVCS) to fund the costs of the art project and this grant continues till April 2021.

In addition we continued to run an additional project during this year (started Jan2019) "Breathing Spaces" funded through Awards for All - a project that brought the studio practices of drawing, painting, photography, creative writing and sound recording out into the city's green spaces and explored different environments and how they impact on mental well-being. The

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results of the project and our research are now located on the web,
www.mappingmanchestersquietspaces.org

This project also led to many new partnerships with organisations around the city, including Elizabeth Gaskells House who later in 2019 commissioned us to work on their Ruskin Project, engaging people from TLC in art workshops at their venue and taking part in an exhibition. We also partnered with Hulme Garden Centre, Parris Wood Environmental Centre for the Dusk Chorus event, and Portico Library using their venues as “Breathing Spaces” in which to work with participants on creative arts. Our creative writing sessions led to publications by members and a poetry event at Longsight Library where our books are also available to borrow. During lockdown we worked on documenting our isolation experiences to create images and writing which was to be added to an anthology of memories.

Participants exhibited their paintings in an exhibition at HOME January 2020 that was curated by HOME, The Manchester Open was an open submission to all Manchester based artists, TLC Art Project was well represented by members work hanging side by side with professional and amateur artists together.

+ Exercise and Massage service Sept 19-20

Our Massage service offered people with little resources the chance to have treatment from a highly experienced massage therapist with around 20 people per quarter benefitting from a programme of treatments that support mental and physical wellbeing for a wide range of conditions and which are shown to provide a huge benefit for people who are often isolated and deprived of touch.

Clients donated £6-£10 per treatment depending on their ability to pay and this brought in around £2000 per year into the project

We also delivered weekly two hour exercise and relaxation sessions for groups of women, consisting mainly of older BAME women who thoroughly enjoyed their participation in these beneficial sessions, improving mobility and flexibility and helping people to be more relaxed. Our Massage and Exercise programme worked with average of 30 individuals each quarter. Funding was extended by a generous private donation from Professor Michael Bradley and his wife Sheila and meant we could run the programme to December when sadly we had to close the service.

TLC DROP-IN

September 2019/20—Achievements.

During this period the Drop-in had a stable year in terms of staffing, employing a Project Manager, Admin/IT officer and Cook/Drop-in Assistant. With the strong staff group the Drop-in was able to focus on building partnerships and creating new opportunities for our service users. Covid 19 has had a significant impact on the delivery of the service. The Drop in successfully transitioned into a telephone Befriending service, offering telephone calls to 30 plus clients each week. Additionally, technology was used to deliver Zoom sessions and remote projects. Feedback

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from users has been positive. When appropriate, following Government Guidelines the Drop-in project has offered various activities outdoors.

During the period from April 2020 to September 2020 1 member of staff was Furloughed because of Covid.

Funding has continued to be challenging. The Project Manager has successfully applied for and obtained funding from a number of Trusts and Foundations. The Drop-in project does not receive any statutory funding.

The Drop-in has successfully moved to new venues during this period. The Project Manager secured one venue for zero charge and the second venue for a small weekly charge. The transition was positive with clients reporting their preference for the new venues.

Due to Covid 19 the Drop in has not worked with the usual number of volunteers for half of this reporting period; however 2 volunteers have continued to support the project by making telephone calls to clients to support the Befriending Service and support the team with outdoor activities. Prior to March 2020, 5 service users were actively volunteering at the Drop-in sessions.

During this period, despite the challenges of Covid 19 the Project Manager has continued to work with partners and networks across the city of Manchester. Developing new projects which will come to fruition in the coming months.

During the first half of this period the Drop-in offered a weekly benefit service. This has transitioned into a partnership arrangement with the Greater Manchester Law Centre who were able to offer remote consultations.

The project Manager worked with a local Social Housing provider, One Manchester to secure partial funding for the project for 1 year.

We were able to offer zoom sessions covering Fuel poverty and other subjects.

For the first half of this period we continued to offer tea time talks—talks from a variety of local organisations including The Library service and the Credit Union.

Hot food has been offered for the period the project was able to open.

Advocacy has been offered throughout the period, both face to face and remotely.

We move into 2020/21 with positivity, our major challenge being to secure funding to continue this much needed project and build on our success.

Diane Russell
Project Manager

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Financial review

Our sustainability continued to be an important issue for trustees and staff to address in 2019. We have had some success in raising income from our activities and through donations and fundraising events. The Art Project secured 3 years funding from April 2018 of £90,834 from Manchester City Council.

Services previously delivered by NHS and Manchester City Council, continue to decline, and other voluntary sector community support projects fail through withdrawal of funding, our activities become more important to a wider section of the city population.

In addition, changes to the benefit entitlement continue to mean that we see more and more people coming to us for support in accessing the basic needs of food, shelter and utilities such as heating and water.

Small bids from organisations such as; Zochonis Charitable Trust, Allen Lane Foundation and Peter Kershaw Trust as well as other donors has enabled us to continue to develop drop-in activities, however we are increasingly challenged in making applications for further funding and in our capacity to fill the gaps left after the ending of Lottery Funding in 2017.

Our move to new venues from January 2020 has been very successful. The Project now operates on 3 sites in Ardwick. Clients report that the new venues are superior to the past venue which had become very run down and lacked sufficient heating.

Investment powers and policy

The trustees, having regard to the liquidity requirements of operating the charity, have endeavoured to keep available funds in an interest bearing deposit account.

Reserves policy and going concern

The balance held in unrestricted reserves at 30th September 2020 was £18,514 of which £18,513 are free reserves, after allowing for funds tied up in tangible fixed assets.

The trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately four months of unrestricted charitable expenditure. The trustees consider that this level will provide sufficient funds to respond to applications for grants and ensure that support and governance costs are covered.

The Charity's main source of income is grants, donations. The Trustees consider that it is appropriate to prepare the accounts on a going concern basis and, consequently, the accounts do not include any adjustments that would be necessary if these sources of income should cease.

Risk management

The trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks.

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Plans for Future Periods

TLC – St Luke's is predominately funded by grants. Secure funding for the Art Project is in place until 2021. However we are currently maintaining the drop in and other services via small grants and donations and continue to actively fund raise to secure core funding for the services provided overall. Therefore, the focus of our future planning is on sustainability and funding sources beyond this point.

Reporting SORP Covid-19 Trustee response

TLC was obliged to change the way we offer and provide services to our participants.

The drop-in service which ran twice weekly across two sites has moved to a distance delivery model, to ensure safety of staff, volunteers and users, with staff and volunteers contacting service users regularly (at least weekly) by phone and email in addition to posting monthly newsletters to keep everyone informed and engaged.

The Art Project have provided a parallel service, encouraging participants to continue posting in the artwork in the form of postcards, which are then incorporated into the newsletters.

Feedback from participants across both TLC Drop-in and TLC Art has been very positive, with many expressing gratitude that the charity is making such efforts to keep in touch – our current 'strapline' is "apart, but connected".

In terms of Funding, we have been in a difficult position for the last two years, if not longer. We were forced to find alternative premises from December 2019 and our staff work tirelessly writing funding bids and working with local partners to acquire premises etc. on reasonable terms. The manager of TLC Drop-in continues to bring in range of small grants and funds but it is only sufficient for a few months at a time.

Future funding for TLC Art is also somewhat precarious. When the manager for this service asked our primary funder OMVCS about funding going forward they said it will more than likely be that instead of a three year funding package from April 2021, they may offer a 1 year extension of the current arrangements, because of the Covid situation they have not been able to develop a new 3 year plan/ application process. Instead they will have to see what the councils' budget situation will be next year before they can decide on the future VCS grants.

Covid-19 has exacerbated an already difficult funding environment, but TLC has risen to the challenges and will continue to do so.

Trustees and staff continue to monitor the situation closely.

Structure, governance and management

TLC – ST Luke's is a company limited by guarantee governed by its Memorandum and Articles of Association dated 17th September 2010. It is registered as a charity with the Charity Commission and is constituted under a trust deed dated 6th May 2011. In 2018 we welcomed two new trustees with expertise respectively in education and accounts management.

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Appointment of trustees

As set out in the Articles of Association, trustees are elected annually by the members of the charitable company attending the Annual General meeting and serve for a period of 5 years.

Trustee induction and training

Most trustees are already familiar with the work of the charity because of being local people and due to their involvement in the charity. Additionally, new trustees are invited and encouraged to attend induction and training with MACC and have engaged in relevant policies and procedures reviews.

Organisation

The board of trustees administers the charity. The board normally meets not less than 10 times per year.

Related parties and co-operation with other organisations

None of our trustees receives remuneration or other benefit from their work with the charity. Any connection between a trustee or senior manager with any service providers must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year, no such related party transactions were reported.

Reference and administrative information

Charity Name: TLC – St Luke's

Charity Number: 1141796

Company Registration Number: 07379872

Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the yearend were as follows:

Key management personnel: Trustees and Directors

Paula Moulton

Kevin Duffy Chair of Trustees

Jane McAllister

Carwyn Langdown (resigned March 2020)

Natalie Bradbury Director only (appointed June 2020)

Registered Office

3 Grenfell Road

Manchester

M20 6TG

TLC – ST LUKE'S**Independent Examiners**

Community Accountancy Service Limited
The Grange
Pilgrim Drive
Beswick
Manchester
M11 3TQ

Bankers

Unity Trust Bank
Nine Brindleyplace
Birmingham
B1 2HB

TLC – ST LUKE'S**Trustees responsibilities in relation to the financial statements**

The charity trustees (who are also the directors of TLC – St Luke's for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which 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 the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

By order of the board of trustees

Kevin Duffy
Chair



Date: 22nd September 2021

Independent examiner's report to the trustees of TLC – ST LUKE'S

I report on the accounts of the company for the year ended 30th September 2020, which are set out on pages 11 to 22.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. 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 is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

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

- examine the accounts under section 145 of the 2011 Act ;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(b) of the 2011 Act; and
- 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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, 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 accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts 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
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A. U. King

AM King FCCA
Community Accountancy Service Ltd
The Grange, Pilgrim Drive
Beswick, Manchester, M11 3TQ

Date: 22nd September 2021

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

| | Further Details | Unrestricted Funds £ | Restricted Funds £ | Total Funds Year Ended 30 September 2020 £ | Total Funds Year Ended 30 September 2019 £ |
|------------------------------------|-----------------|----------------------------|--------------------------|---|--|
| Income from: | | | | | |
| Donations and legacies | (3) | 3,139 | 4,900 | 8,039 | 3,803 |
| Charitable Activities | (4) | 16,674 | 72,268 | 88,942 | 73,684 |
| Other Trading Activities | (5) | - | - | - | - |
| Total | | 19,813 | 77,168 | 96,981 | 77,487 |
| Expenditure on: | | | | | |
| Raising Funds | (6) | - | 337 | 337 | 33 |
| Charitable Activities | (6) | 1,682 | 59,547 | 61,229 | 70,830 |
| Other | (6) | - | - | - | - |
| Total | | 1,682 | 59,884 | 61,566 | 70,863 |
| Net income/(expenditure) | | 18,131 | 17,284 | 35,415 | 6,624 |
| Transfers between funds | (17) | (306) | 306 | - | - |
| Net movement in funds | | 17,825 | 17,590 | 35,415 | 6,624 |
| Reconciliation of funds | | | | | |
| Total funds brought forward | (17) | 689 | 26,268 | 26,957 | 20,333 |
| Total funds carried forward | (17) | 18,514 | 43,858 | 62,372 | 26,957 |

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 14 to 22 form part of these accounts.

BALANCE SHEET AS AT 30 SEPTEMBER 2020

Company registration number: 07379872

| | Notes | 2020 £ | 2019 £ |
|---|-------|----------------------|----------------------|
| Fixed assets: | | | |
| Tangible assets | (11) | 826 | 1 |
| Total fixed assets | | <u>826</u> | <u>1</u> |
| Current assets: | | | |
| Stocks | (12) | - | - |
| Debtors | (13) | 12,553 | 3,846 |
| Cash at Bank & in Hand | | 53,071 | 29,908 |
| Total current assets | | <u>65,624</u> | <u>33,754</u> |
| Liabilities: | | | |
| Creditors: Amounts falling due within one year | (14) | 4,078 | 6,798 |
| Net current assets or liabilities | | <u>61,546</u> | <u>26,956</u> |
| Total assets less current liabilities | | 62,372 | 26,957 |
| Creditors: Amounts falling due after more than one year | (16) | - | - |
| Provisions for liabilities | | - | - |
| Total net assets or liabilities | | <u><u>62,372</u></u> | <u><u>26,957</u></u> |
| The funds of the charity: | | | |
| Restricted income funds | (17) | 43,858 | 26,268 |
| Unrestricted income funds | (17) | 18,514 | 689 |
| Total charity funds | | <u><u>62,372</u></u> | <u><u>26,957</u></u> |

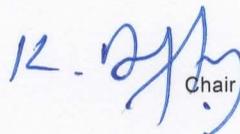
For the period in question the company was entitled to the exemption conferred by section 477 of the Companies Act 2006, and that no notice has been deposited under section 476 in relation to its accounts for the financial year; and the directors acknowledge their responsibilities for:

- complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

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

Approved by the trustees on 22nd September 2021

Kevin Duffy

 Chair

The notes on pages 14 to 22 form part of these accounts.

Statement of Cash Flows for the year ending 30 September 2020

| | Year Ended 30 September 2020 £ | Year Ended 30 September 2019 £ |
|--|---|--|
| Net cash used in operating activities | 24,263 | (2,919) |
| Cash flows from investment activities: | | |
| Interest | - | - |
| Purchase of fixed assets | (1,100) | - |
| Net cash provided by investing activities | <u>(1,100)</u> | <u>-</u> |
| Increase/(decrease) in cash and cash equivalents during the year | 23,163 | (2,919) |
| Cash and cash equivalents brought forward | 29,908 | 32,827 |
| Cash and cash equivalents carried forward | <u>53,071</u> | <u>29,908</u> |

Notes to the accounts**1. Accounting policies****(a) Basis of preparation and assessment of going concern**

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16th July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

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

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. There are 22 restricted funds.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

Further details of each fund are disclosed in note 17.

(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 of income receivable can be measured reliably.

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation 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.

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. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

(e) 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 or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (g) below.

(f) Irrecoverable VAT

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

(g) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on type of expense. The allocation of support and governance costs is analysed in note 8.

(h) Costs of raising funds

The costs of raising funds consists of fundraising costs.

(i) Charitable Activities

Costs of charitable activities include governance costs and an apportionment of support costs as shown in note 7.

(j) Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised and valued at historical cost. Depreciation is charged on the following basis:

| | |
|-----------------------|----------------|
| Computer Equipment | 33.33% on cost |
| Fixtures and Fittings | 25% on cost |

(k) Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their varying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

(l) Pensions

The charity currently does not administer contributions to a pension scheme on behalf of individuals.

(m) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(n) Creditors and provisions

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

2. Related party transactions and trustees' expenses and remuneration

The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2019: £nil). Expenses paid to the trustees in the year totalled £nil (2019: £nil).

3. Donations and Legacies

| | Unrestricted | Restricted | Total Funds | Total Funds |
|---------------------------|---------------|---------------|--------------|--------------|
| | Year Ended 30 | Year Ended 30 | Year Ended | Year Ended |
| | September | September | 30 September | 30 |
| | 2020 | 2020 | 2020 | September |
| | £ | £ | £ | 2019 |
| | £ | £ | £ | £ |
| Donations | 3,139 | - | 3,139 | 3,803 |
| Restricted Donations: | | | | |
| 500 Acts of Kindness | - | 500 | 500 | - |
| Aldi | - | 400 | 400 | - |
| Allen Lane Foundation | - | 4,000 | 4,000 | - |
| | <u>3,139</u> | <u>4,900</u> | <u>8,039</u> | <u>3,803</u> |
| Previous reporting period | <u>3,803</u> | <u>-</u> | <u>3,803</u> | |

4. Income from charitable activities

| | Unrestricted | Restricted | Total Funds | Total Funds |
|--|---------------|---------------|--------------|-------------|
| | Year Ended 30 | Year Ended 30 | Year Ended | Year Ended |
| | September | September | 30 September | 30 |
| | 2020 | 2020 | 2020 | September |
| | £ | £ | £ | 2019 |
| | | | | £ |
| Drop-In Income | 1,100 | - | 1,100 | 3,976 |
| Unrestricted grants: | | | | |
| HMRC CVJRS | 2,574 | - | 2,574 | - |
| Jules Thorne Trust | 1,000 | - | 1,000 | - |
| One Manchester | - | - | - | 5,000 |
| The Baring Foundation | 12,000 | - | 12,000 | - |
| Restricted grants: | | | | |
| Macc - Spirit Of Manchester | - | - | - | 500 |
| Manchester City Council - Our Manchester | - | 30,278 | 30,278 | 37,847 |
| Manchester City Council - Contingency Fund | - | 7,331 | 7,331 | 7,331 |
| Manchester City Council - Hour Manchester | - | 500 | 500 | - |
| Peter Kershaw Trust | - | 3,000 | 3,000 | - |
| GMCVO | - | 800 | 800 | - |
| Forever Manchester | - | 2,100 | 2,100 | - |
| Arts Council England | - | 13,554 | 13,554 | - |
| National Lottery Coronavirus Fund | - | 9,180 | 9,180 | - |
| Manchester Guardian Society | - | 3,000 | 3,000 | - |
| JT Blair | - | 400 | 400 | - |
| Awards for All | - | - | - | 9,990 |
| Virgin Money | - | - | - | 1,000 |
| Manchester Wellbeing Fund | - | 325 | 325 | 940 |
| We Love Manchester | - | 1,800 | 1,800 | - |
| Zochonis | - | - | - | 5,000 |
| EGH Ruskin | - | - | - | 1,500 |
| Duchy of Lancaster | - | - | - | 600 |
| | 16,674 | 72,268 | 88,942 | 73,684 |
| Previous reporting period | 8,976 | 64,708 | 73,684 | |

5. Income from other trading activities

| | Unrestricted | Restricted | Total Funds | Total Funds |
|---------------------------|---------------|---------------|--------------|-------------|
| | Year Ended 30 | Year Ended 30 | Year Ended | Year Ended |
| | September | September | 30 September | 30 |
| | 2020 | 2020 | 2020 | September |
| | £ | £ | £ | 2019 |
| | | | | £ |
| Fundraising events | - | - | - | - |
| | - | - | - | - |
| Previous reporting period | - | - | - | |

6. Expenditure

| | Drop in and Counselling Activities to Support People with Mental Health Requirements £ | Year Ended 30 September 2020 £ | Year Ended 30 September 2019 £ |
|--|---|---|--|
| Expenditure on raising funds: | | | |
| Advertising | 337 | 337 | 33 |
| | <u>337</u> | <u>337</u> | <u>33</u> |
| Expenditure on charitable activities: | | | |
| Employment Costs | 16,037 | 16,037 | 15,917 |
| Training | - | - | 83 |
| Counselling | - | - | 525 |
| Telephone & Internet | 135 | 135 | - |
| Travel and Trip Expenses | - | - | 15 |
| Running Costs for Drop-In | 2,595 | 2,595 | 5,173 |
| Therapies | 35,597 | 35,597 | 37,826 |
| Project Costs | 330 | 330 | - |
| Bank Charges | 72 | 72 | 80 |
| Subscriptions | 20 | 20 | - |
| Cleaning | 112 | 112 | 1,188 |
| Repairs and Maintenance | 252 | 252 | 2 |
| Minor Equipment | 181 | 181 | 50 |
| Rent | 1,170 | 1,170 | 6,000 |
| Insurance | 687 | 687 | 159 |
| Governance Costs | 3,084 | 3,084 | 3,677 |
| Office Expenses | 682 | 682 | 135 |
| Depreciation | 275 | 275 | - |
| | <u>61,229</u> | <u>61,229</u> | <u>70,830</u> |
| Other expenditure: | | | |
| Miscellaneous | - | - | - |
| | <u>-</u> | <u>-</u> | <u>-</u> |
| | <u>61,566</u> | <u>61,566</u> | <u>70,863</u> |
| Restricted funds | | 59,884 | 41,137 |
| Unrestricted funds | | 1,682 | 29,726 |
| | | <u>61,566</u> | <u>70,863</u> |

7. Analysis of expenditure on charitable activities

As per note 6 above.

8. Allocation of governance and support costs

The breakdown of support costs and how these were allocated between governance and other support costs is shown below:

| | General Support | Governance | Total | Basis of apportionment |
|---------------------|-----------------|------------|--------------|------------------------|
| Accountancy Fees | - | 690 | 690 | type of expense |
| Book-keeping Fees | 1,900 | - | 1,900 | type of expense |
| Professional Fees | 13 | - | 13 | type of expense |
| Payroll Bureau Fees | 481 | - | 481 | type of expense |
| | <u>2,394</u> | <u>690</u> | <u>3,084</u> | |

9. Analysis of staff costs

| | Year Ended 30 September 2020 | Year Ended 30 September 2019 |
|-----------------------|------------------------------------|---------------------------------------|
| | £ | £ |
| Wages and Salaries | 16,037 | 15,917 |
| Social Security Costs | - | - |
| | <u>16,037</u> | <u>15,917</u> |
| Charitable activities | 16,037 | 15,917 |
| Support costs | - | - |
| | <u>16,037</u> | <u>15,917</u> |

The average number of employees during the year was 3 (previous year: 3).

The charity considers its key management personnel comprises the trustees. The total employment benefits, including employer pension contributions of the key management personnel were £nil (previous year: £nil), No employees has benefits in excess of £60,000 (previous year: none).

10. Independent Examiner Fees

| | Year Ended 30 September 2020 | Year Ended 30 September 2019 |
|------------------------------|------------------------------------|---------------------------------------|
| | £ | £ |
| Independent examination fees | 690 | 678 |
| | <u>690</u> | <u>678</u> |

11. Tangible Fixed Assets

| | Fixtures and Fittings | Computer Equipment | Total |
|------------------------|--------------------------|-----------------------|--------------|
| Cost | £ | £ | £ |
| At 1st October 2019 | 540 | 5,926 | 6,466 |
| Additions | 1,100 | - | 1,100 |
| At 30th September 2020 | <u>1,640</u> | <u>5,926</u> | <u>7,566</u> |
| Depreciation | | | |
| At 1st October 2019 | 539 | 5,926 | 6,465 |
| Charge for Year | 275 | - | 275 |
| At 30th September 2020 | <u>814</u> | <u>5,926</u> | <u>6,740</u> |
| NET BOOK VALUE | | | |
| At 30th September 2020 | <u>826</u> | <u>-</u> | <u>826</u> |
| At 30th September 2019 | <u>1</u> | <u>-</u> | <u>1</u> |

12. Stocks

The organisation does not hold stocks of any items.

13. Analysis of debtors

| | 2020 | 2019 |
|-------------|---------------|--------------|
| | £ | £ |
| Debtors | 12,009 | 1,622 |
| Prepayments | 544 | 2,224 |
| | <u>12,553</u> | <u>3,846</u> |

Debtors and prepayments related to restricted funds £12,544 (2019: £0) and unrestricted funds £9 (2019: £3,846)

14. Creditors: amounts falling due within one year

| | 2020 | 2019 |
|---|--------------|--------------|
| | £ | £ |
| Creditors | 3,388 | 4,650 |
| Short-term compensated absences (holiday pay) | - | - |
| Other creditors and accruals | 690 | 2,148 |
| Deferred income | - | - |
| | <u>4,078</u> | <u>6,798</u> |

15. Deferred income

Deferred income comprises grants received in advance

| | |
|---|----------|
| Balance as at 1 October 2019 | - |
| Amount released to income earned from charitable activities | - |
| Amount deferred in year | - |
| Balance at 30 September 2020 | <u>-</u> |

16. Creditors: amounts falling due after more than one year

| | 2020 | 2019 |
|----------------------------|----------|----------|
| | £ | £ |
| Provisions for liabilities | - | - |
| | <u>-</u> | <u>-</u> |

17. Analysis of charitable funds

Analysis of movements in unrestricted funds

| | Balance at 1 October 2019 | Incoming Resources | Resources Expended | Transfers | Balance at 30 September 2020 |
|--------------|------------------------------|-----------------------|-----------------------|-----------|------------------------------------|
| | £ | £ | £ | £ | £ |
| General Fund | 689 | 19,813 | (1,682) | (306) | 18,514 |
| | 689 | 19,813 | (1,682) | (306) | 18,514 |

Previous reporting period

| | Balance at 1 October 2018 | Incoming Resources | Resources Expended | Transfers | Balance at 30 September 2019 |
|--------------|------------------------------|-----------------------|-----------------------|-----------|------------------------------------|
| | £ | £ | £ | £ | £ |
| General Fund | 19,291 | 12,779 | (29,726) | (1,655) | 689 |
| | 19,291 | 12,779 | (29,726) | (1,655) | 689 |

Name of unrestricted fund:

General Fund

Description, nature and purpose of the fund

The "free reserves" after allowing for all designated funds

Analysis of movements in restricted funds

| | Balance at 1 October 2019 | Incoming Resources | Resources Expended | Transfers | Balance at 30 September 2020 |
|--|------------------------------|-----------------------|-----------------------|-----------|------------------------------------|
| | £ | £ | £ | £ | £ |
| Restricted Donations: | | | | | |
| 500 Acts of Kindness | - | 500 | - | - | 500 |
| Aldi | - | 400 | - | - | 400 |
| Allen Lane Foundation | - | 4,000 | (3,979) | - | 21 |
| Restricted Grants: | | | | | |
| Macc - Spirit Of Manchester | 500 | - | (493) | - | 7 |
| Macc | 1,536 | - | - | - | 1,536 |
| Manchester City Council - Our Manchester | 11,305 | 30,278 | (36,817) | - | 4,766 |
| Manchester City Council - Contingency Fund | 1,111 | 7,331 | (7,306) | 306 | 1,442 |
| Manchester City Council - Hour Manchester | - | 500 | (330) | - | 170 |
| Peter Kershaw Trust | - | 3,000 | - | - | 3,000 |
| GMCVO | - | 800 | (611) | - | 189 |
| Forever Manchester | - | 2,100 | (1,994) | - | 106 |
| Arts Council England | - | 13,554 | (3,268) | - | 10,286 |
| National Lottery Coronavirus Fund | - | 9,180 | (1,473) | - | 7,707 |
| Manchester Guardian Society | - | 3,000 | - | - | 3,000 |
| JT Blair | - | 400 | - | - | 400 |
| Awards for All | 5,469 | - | (3,115) | - | 2,354 |
| Virgin Money | 834 | - | (166) | - | 668 |
| We Love Manchester | 1 | 1,800 | (1) | - | 1,800 |
| Manchester Wellbeing Fund | 143 | 325 | (237) | - | 231 |
| Zochonis | 5,000 | - | - | - | 5,000 |
| EGH Ruskin | 260 | - | (94) | - | 166 |
| Duchy of Lancaster | 109 | - | - | - | 109 |
| | 26,268 | 77,168 | (59,884) | 306 | 43,858 |

Analysis of movements in restricted funds

Previous reporting period

| | Balance at 1 October 2018 | Incoming Resources | Resources Expended | Transfers | Balance at 30 September 2019 |
|--|------------------------------|-----------------------|-----------------------|-----------|------------------------------------|
| | £ | £ | £ | £ | £ |
| Macc - Spirit Of Manchester | - | 500 | - | - | 500 |
| Macc | 986 | - | - | 550 | 1,536 |
| Manchester City Council - Our Manchester | - | 37,847 | (26,542) | - | 11,305 |
| Manchester City Council - Contingency Fund | - | 7,331 | (6,629) | 409 | 1,111 |
| Awards for All | 55 | 9,990 | (4,576) | - | 5,469 |
| COHN | - | - | (400) | 400 | - |
| Virgin Money | - | 1,000 | (166) | - | 834 |
| We Love Manchester | 1 | - | - | - | 1 |
| Manchester Wellbeing Fund | - | 940 | (797) | - | 143 |
| Zochonis | - | 5,000 | - | - | 5,000 |
| EGH Ruskin | - | 1,500 | (1,240) | - | 260 |
| Duchy of Lancaster | - | 600 | (491) | - | 109 |
| Tudor Trust | - | - | (296) | 296 | - |
| | 1,042 | 64,708 | (41,137) | 1,655 | 26,268 |

17. Analysis of charitable funds

| Name of restricted fund: | Description, nature and purpose of the fund |
|--|---|
| 500 Acts of Kindness | for the art project |
| Aldi | for the Neighbourly fund |
| Allen Lane Foundation | for drop in salaries |
| Macc | for counselling |
| Macc - Spirit Of Manchester | for a volunteer engagement and goodbye St Luke's event in November 2019 |
| Manchester City Council - Our Manchester | to improve mental wellbeing by the use of art activities |
| Manchester City Council - Contingency Fund | to cover salaries and rent for 6 months from June to December 2019 |
| Manchester City Council - Hour Manchester | for activity costs |
| Peter Kershaw Trust | for the drop in |
| GMCVO | for a walking project |
| Forever Manchester | for salary costs |
| Arts Council England | for additional costs during lockdown |
| National Lottery Coronavirus Fund | for salaries, rent, food and trips |
| Manchester Guardian Society | for the drop in |
| JT Blair | for refreshments |
| Awards for All | for projects |
| Virgin Money | for drop-in core costs |
| We Love Manchester | for salary costs |
| Manchester Wellbeing Fund | for food related projects. |
| Zochonis | for staff costs and rent for three months |
| EGH Ruskin | for projects |
| Duchy of Lancaster | for projects |

18. Analysis of net assets between funds

| | Unrestricted funds | Designated funds | Restricted funds | Total 2020 |
|--|-----------------------|---------------------|---------------------|---------------|
| | £ | £ | £ | £ |
| Tangible fixed assets | 1 | - | 825 | 826 |
| Cash at bank and in hand | 19,194 | - | 33,877 | 53,071 |
| Other net current assets/(liabilities) | (681) | - | 9,156 | 8,475 |
| Creditors of more than one year | - | - | - | - |
| Total | 18,514 | - | 43,858 | 62,372 |

Previous reporting period

| | Unrestricted funds | Designated funds | Restricted funds | Total 2019 |
|--|-----------------------|---------------------|---------------------|---------------|
| | £ | £ | £ | £ |
| Tangible fixed assets | 1 | - | - | 1 |
| Cash at bank and in hand | 8,265 | - | 21,643 | 29,908 |
| Other net current assets/(liabilities) | (7,577) | - | 4,625 | (2,952) |
| Creditors of more than one year | - | - | - | - |
| Total | 689 | - | 26,268 | 26,957 |

19. Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised on a transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at an amortised cost using the effective interest method.

20. Reconciliation of net movement in funds to net cash flow from operating activities

| | Year Ended 30 September 2020 | Year Ended 30 September 2019 |
|--|------------------------------------|---------------------------------------|
| | £ | £ |
| Net movement in funds | 35,415 | 6,624 |
| Add back depreciation | 275 | - |
| Deduct investment income | - | - |
| Decrease/(increase) in debtors | (8,707) | (3,846) |
| Increase/(decrease) in creditors | (2,720) | (5,697) |
| Net cash used in operating activities | 24,263 | (2,919) |