



The Maytree Respite Centre
(A Company Limited by Guarantee)

Financial Statements

For the year ended 30 September 2021

Company Number: 04076191 (England & Wales)
Charity Number: 1087668

THE MAYTREE RESPITE CENTRE

CONTENTS

	Page
Reference and Administrative Details	1
Report of the Board of Trustees	2 to 8
Auditor's Report	9 to 11
Statement of Financial Activities	12
Balance Sheet	13
Statement of Cash Flows	14
Notes to the Financial Statements	15 to 24

THE MAYTREE RESPITE CENTRE

Reference and Administrative Data
For the year ended 30 September 2021

Company Number: 04076191 (England & Wales)

Charity Number: 1087668

Registered Office: 72 Moray Road
London
N4 3LG

Principal Address of Charity 72 Moray Road
Finsbury Park
London
N4 3LG

Trustees (Directors): Terrence Collis (chair)
Brian Watson
Heather Wignall
Peter Hale
Mike Crawford
Simon Schiff
Neda Hormozi
Svetlana Kirov

Secretary: Karen Irons

Auditors: Moore Kingston Smith LLP
9 Appold St
London
EC2A 2AP

Bankers: Clydesdale Bank plc
91 Gresham Street
London
NW3 1QD

THE MAYTREE RESPITE CENTRE

Report of the Trustees

For the year ended 30 September 2021

Introduction from the Chair

As we reflect on the past year, we are proud of the way Maytree has continued to adapt and evolve, keeping our guests and volunteers at the heart of our decisions. For an organisation that achieves its principal impact through a residential stay, the challenges introduced by the pandemic have been significant. It is frustrating that we have been able to offer far fewer stays, but we have used the time productively to embrace digital and refine processes.

As we return to a full house, we remember the positive energy and the sense of calm that emerges when our fabulous volunteers engage in person. We know that what we do is alleviating pain and saving lives.

32 guests each enjoyed 5 days of respite, rest and reflection in Maytree's house. Each guest typically benefits from 20-25 hours of befriending alongside our trained volunteers during their time with Maytree. We know that what we offer is unique and we remain focused on a high quality experience that delivers maximum impact for each individual.

Recruiting a new CEO is always an opportunity to introduce new skills and experience. Karen Irons was appointed mid January and has a strong background in building organisational resilience, working collaboratively and delivering growth. She brings a clear focus to our new senior leadership structure and will ensure that Maytree is both an inclusive and an informed organisation. With a second house imminent, Maytree will thrive within her leadership.

A second house

After experiencing the withdrawal of the vendor at a late stage in conveyancing in late 2020, our partner, Manchester housing trust, MSV, purchased a property in Bury in summer 2021 to prevent a reoccurrence. The house is well located and will be suitable for our requirements following modest alterations. Before we can progress, we are awaiting an outcome from an overwhelmed planning department. However, based on our most recent communication with the case officer, we anticipate refurbishment work starting in the second half of 2022.

The process has taken significantly longer than anyone wished, but the Board remain committed to expansion at a time when the need for our service is as great as ever, as demonstrated by our current data.

Thanks to our funders

We are most grateful to our supporters and funders for their continuing faith in Maytree during a difficult time. It is a much easier story to tell when we can show growth in the number of beneficiaries. However, our cost base flexes little with the number of guests and your funding has enabled us to keep our phone lines open and our volunteers providing alternative models of befriending throughout the year.

The delays in opening Manchester have given us a little extra time to build our reserves, but as we enter this next phase of Maytree's growth, establishing greater visibility of funding and a mix of both capital and revenue support will be essential. It is a bold step, but one that will enable us to double our capacity and illustrate the essential role our residential respite plays as we collaborate with both voluntary and statutory sector partners, reducing the number of deaths by suicide.

Thanks to our trustees

I am most grateful to the Board of Trustees for all their contributions and support in keeping Maytree moving forward over the last year. We have welcomed two new trustees and we look forward to the rest of the year with renewed optimism.

THE MAYTREE RESPITE CENTRE

Report of the Trustees

For the year ended 30 September 2021

The Trustees are pleased to present their report together with the financial statements of the charity for the year ending 30 September 2021. This report represents a directors' report as required by s417 of the Companies Act 2006.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Maytree Respite Centre ("the Charity") is a company limited by guarantee (company number: 04076191) governed by its Memorandum and Articles of Association dated 22 September 2000. It is registered as a charity with the Charity Commission (charity number: 1087668).

Directors and Trustees

The directors of the charitable company are its trustees for the purpose of charity law and throughout the report are collectively referred to as the trustees.

The following trustees have held office since 1 October 2020:

Terrence Collis (chair)
Brian Watson
Heather Wignall
Peter Hale
Mike Crawford
Simon Schiff
Neda Hormozi (appointed 9th August 2021)
Svetlana Kirov (appointed 9th August 2021)

Appointment of Trustees

The Articles of Association provide for a minimum of three trustees. Each trustee is appointed by the trustees as a body after careful consultation. New candidates are put forward and considered with regard to the general and particular contribution a person might make to the fulfilment of the Charity's objects.

The Chair of the board of Trustees is appointed by the Trustees.

Trustee induction and training

New Trustees are made aware of their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the Charity's history, the philosophical approach of the Charity, the business plan and the current financial performance of the Charity. A new Trustee receives copies of the most recent annual report, accounts and appropriate leaflets published by the Charity Commission with the opportunity to discuss them. They are also supported by ongoing external training to enhance their ability in the role.

Organisation

The board of Trustees is responsible for the strategy of the Charity. The board meets formally four times a year, with informal contact and meetings as appropriate. The board meetings are attended, for most agenda items, by the Charity Director who is responsible for the day to day management of the charity. The Finance, Risk and Audit Committee also meets quarterly. Operational management, including the development of the Business Plan, is delegated to the Management team, lead by the CEO.

THE MAYTREE RESPITE CENTRE

Report of the Trustees

For the year ended 30 September 2021

Risk Management

The Trustees have examined the major risks that the Charity faces and confirm that systems have been established to manage these risks. The Trustees acknowledge that the essence of Maytree's service offering a befriending relationship of trust to individuals actively at risk of taking their own life, necessarily carries inherent risks. The Trustees have a risk management strategy comprising:

- a quarterly review of risk
- ensuring that its policies, systems and procedures form an integral part of its day to day operations, including the training and ongoing supervision of its volunteers
- seeking external review of its policies and procedures in relation to specific risks

Impact of Coronavirus/COVID-19

Following the Government's removal of most Covid restrictions on 24th February 2022, England has moved to a position of 'Living with Covid'. The Trustees recognise the need to work alongside the CEO, listening to our volunteers, guests and staff, making strategic decisions and enabling the implementation of procedures that aim to ensure everybody feels safe and can engage with our service. The Trustees have taken steps to mitigate the financial impact on the charity's affairs and are confident that the measures taken, together with the financial resilience of the charity, will enable it to operate for the foreseeable future.

OBJECTIVES AND ACTIVITIES

The charitable object of the charity, as defined in the governing document, is "To relieve persons in need who are suffering from suicidal tendencies, primarily but not exclusively, through a befriending support line and the provision of a one off, short term non medical residential befriending service." The charity aims to reach people in suicidal crisis, especially those groups affected by isolation, social alienation or deprivation. It seeks to ensure that every individual who is assessed as suitable to stay at Maytree is given the time and attention they need during their stay, and capacity is managed accordingly.

The trustees have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance as published by the Charity Commission.

OUR VISION, MISSION, VALUES

Our Vision

We want everybody in suicidal crisis to have someone to talk to and somewhere safe to go.

Our Mission

We provide in-depth emotional support during a four-night residential stay to help reduce suicidal thoughts and behaviour. We promote our unique way of working to raise awareness and encourage understanding of suicide prevention.

We do this by:

- Being accessible to everyone: from all over the UK – and our service will always be free of charge
- Working in partnership: with other organisations, education and training providers and agencies to raise awareness of the challenges of suicide prevention
- Reaching out: to high-risk groups to reduce the risk of suicide

THE MAYTREE RESPITE CENTRE

Report of the Trustees For the year ended 30 September 2021

Our Values

We believe in:

- Listening without judgement to enable people to explore their feelings without fear of rejection or prejudice so they can gain a better understanding of their situation.
- Confidentiality because people are more likely to be open about how they are feeling if they feel safe.
- People finding their own way forward and retaining responsibility for their own lives and the extent to
- Time and space to explore feelings in more depth with another human being, because this can help
- Empathy, because human warmth and compassion help people to reconnect and feel heard and understood.

ACHIEVEMENTS AND PERFORMANCE

Reflections on our model

Whilst we were unable to offer stays, Maytree developed an alternative telephone support model that provided up to five befriending calls. This enabled us to explore different ways of supporting people in suicidal crisis. However, it also reinforced to us the essential nature of the residential element of Maytree's service. Through offering a stay, we provide a clear demonstration of our commitment to our guests, which is the first step in building their self-worth. Our residential stay is also a unique opportunity to provide respite as well as extended conversation and reflection. It takes time to build trust and it is time that we give through providing a stay. Our telephone support model could not offer these things which are so valued by our guests and hence we have re-embraced our residential model as soon as we were able.

Over the period October - June 2021 our volunteers and staff undertook **2,359 calls, supporting 491 individuals** with suicidal ideation. We know that in common with many third sector organisations, the number of people reaching out in late 2020 and 2021 was reduced, and with our website stating that we were unable to provide a stay, we know this disincentivised callers. However, we can report that from June to October 2021, the average number of monthly referrals almost doubled and this trend has continued. We don't believe that this is purely due to a growth in need, but due to the hope that a potential stay creates within our callers.

Re-opening of our doors

There were practical challenges to re-opening. Covid guidelines required us to operate at 50% capacity due to the space constraints in our typical Victorian terraced house. We needed to protect the health of our volunteers and allay concerns some had as they returned to the house. Our guests too, often prone to anxiety, found travelling challenging. Remote working required additional supervision, which necessitated greater staff numbers. In parallel, we embraced a significant IT project, moving all of our guest files into the cloud, facilitating flexible working and ensuring data security for all. Reopening the house required tenacity and determination and we are proud of what has been achieved. Focussing on guest numbers does not do credit to all the hardwork that has taken place over the past year.

Our thanks to our volunteers

Maytree relies heavily on the support of volunteers. During the year our volunteers gifted 6,266 hours of their time, the equivalent of over 835 working days. With over 100 active volunteers, the depth and variety of skills and experience brought to Maytree is what provides strength in our service and significant benefit to our guests.

Our valued volunteers come from all walks of life and reflect the diversity of society. The Operations Coordinators and more experienced volunteers at Maytree train and support this team, who provide our callers and guests with the opportunity to talk about their feelings of suicide, without being judged. It takes special commitment to become a Maytree volunteer and our training is intense to reflect the experiences that callers and guests share with us.

THE MAYTREE RESPITE CENTRE

Report of the Trustees

For the year ended 30 September 2021

Our thanks to our volunteers (continued)

During the year we adapted our training so that it could be delivered online. Whilst we used online training platforms for more generic skills, we used Zoom to recreate situations and role plays so that our new volunteers possessed both the knowledge and more importantly the confidence, to put these new skills into practice. 65 volunteers successfully completed Maytree's training during the year.

Looking forwards to Manchester

Whilst we can't control the timeline of the planning system, there is lots of work that we can do in advance of opening our second house in Manchester. We have appointed a House Director for Manchester, starting in early June, who will not only establish a strong team of volunteers and staff, but also build on the initial work undertaken, developing relationships of trust and understanding within the local VCSE and statutory sector. The Manchester House Director will work closely with the London House Director, with each of them having both specific organisational as well as geographic responsibilities.

We have support for our arrival from the Greater Manchester Suicide Prevention Board and local partners have been exceptionally welcoming, recognising the complementary role we play alongside other services. It may have taken us longer to get to this point than we had hoped, but our foundations are stronger and we look forward to taking this next step forward from a position of confidence.

Guests' comments:

"My outlook on life has been radically changed through the various conversations I have had and I feel hope after a long time. I feel more open to seeking support. Thank you for helping shift the darkness."

"To future guests. Be ready, be brave, be inspired, be outspoken, be silent, be heard, be loved, be helpful, be still, be compassionate, be gentle, be passionate, be thankful, be happy, be patient – it works."

"The care and compassion which has been shown to me is beyond words. The befriending sessions have been eye opening and it's given me the opportunity to plan small steps in my life moving forwards. I know I have a difficult journey ahead but I now know I want to be a voice for other victims."

"Your love, kindness, compassion and authentic care has made me remember who I am and that we all have the chance to start afresh. Every word spoken, smile given, meal cooked has given me strength. Time at Maytree has been the most meaningful of my life. I am humbled and fortunate. Thank you - you saved me."

"To all the volunteers and co-ordinators, I can't thank you enough. You have all showed so much love and compassion. I know I have a long hard journey ahead of me, but with you guys in my thoughts and heart, I will get through it."

Fixed Assets

Details of fixed assets are given in note 8 to the financial statements. The trustees wish to draw attention to the fact that the market value of freehold property differs substantially from that in the financial statements. In their opinion, the open market value is likely to exceed that of the carrying value of the freehold property however, the trustees have not adopted a formal revaluation policy given that the building is integral to the on going activities of the charity.

THE MAYTREE RESPITE CENTRE

Report of the Trustees

For the year ended 30 September 2021

Reserves Policy

At the year end, Maytree was operating within an environment of ongoing uncertainty and the trustees decided to maintain nine months of anticipated running costs as the Designated Operating Reserve. However, with the impact of the global pandemic behind us and the opening of Maytree in Manchester now imminent, in our most recent Board meeting it was recommended that we reduce our Designated Operating Reserves to six months and set a sum of £383,000 as the Designated Replication Reserve. When added to £237,012 this gives a total figure for replication in Manchester of just over £600,000. Manchester is a capital intensive project and whilst we still have significant funds to raise, this will provide our partner with confidence that we can fulfil the first phase of our equity commitment.

THE MAYTREE RESPITE CENTRE

Report of the Trustees

For the year ended 30 September 2021

Trustees' responsibilities in relation to the financial statements

The Trustees (who are also the directors of The Maytree Respite Centre for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company and of the outgoing resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and 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 the charity will continue in business.

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

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.

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

Approved by the Trustees and signed on their behalf by:

Terence Collis
Chair



Date: 27th June 2022

THE MAYTREE RESPITE CENTRE

Independent Auditors' Report to the Trustees of The Maytree Respite Centre
For the year ended 30 September 2021

Opinion

We have audited the financial statements of The Maytree Respite Centre ('the company') for the year ended 30 September 2021, which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 'The Financial Reporting Standard Applicable in the UK and 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 2021 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 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 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 other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' annual report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' annual report have been prepared in accordance with applicable legal requirements.

THE MAYTREE RESPITE CENTRE

Independent Auditors' Report to the Trustees of The Maytree Respite Centre
For the year ended 30 September 2021

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

We have nothing to report in respect of the following matters where 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 trustees' 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 exemption in preparing the Trustees' Annual Report and from preparing a Strategic Report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 8, 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 aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK) we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

THE MAYTREE RESPITE CENTRE

Independent Auditors' Report to the Trustees of The Maytree Respite Centre
For the year ended 30 September 2021

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 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 any party other than the charitable company and charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Silvia Vitiello (Senior Statutory Auditor)
for and on behalf of Moore Kingston Smith LLP, Statutory Auditor

9 Appold St
London
EC2A 2AP

Date: 27.06.2022

THE MAYTREE RESPITE CENTRE

Statement of Financial Activities
For the year ended 30 September 2021

	Note	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Income from:					
Donations	2	527,453	-	527,453	115,613
Legacies	2	-	-	-	129,113
Grants	2	167,545	45,000	212,545	406,205
COVID-19 Furlough & Support Grants	2	29,806	-	29,806	66,590
Investments	3	2,609	-	2,609	5,615
Total		<u>727,413</u>	<u>45,000</u>	<u>772,413</u>	<u>723,136</u>
Expenditure on:					
Raising funds	6	84,768	-	84,768	87,091
Charitable activities	6,12	441,665	65,240	506,905	456,633
Total		<u>526,433</u>	<u>65,240</u>	<u>591,673</u>	<u>543,724</u>
Net income		<u>200,980</u>	<u>(20,240)</u>	<u>180,740</u>	<u>179,412</u>
Net movement in funds		<u>200,980</u>	<u>(20,240)</u>	<u>180,740</u>	<u>179,412</u>
Fund balance brought forward at 1 October 2020	12	<u>1,145,577</u>	<u>287,085</u>	<u>1,432,662</u>	<u>1,253,250</u>
Fund balance carried forward at 30 September 2021	12	<u>1,346,557</u>	<u>266,845</u>	<u>1,613,402</u>	<u>1,432,662</u>

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

All of the above amounts relate to continuing activities.

The notes on pages 15 to 24 form part of these financial statements.

THE MAYTREE RESPITE CENTRE

Balance Sheet at 30 September 2021

	Notes	2021 £	2020 £
Fixed assets:			
Tangible assets	8	375,966	398,368
Total fixed assets		<u>375,966</u>	<u>398,368</u>
Current assets:			
Debtors	9	88,739	19,702
Cash at bank and in hand		1,160,076	1,031,889
		<u>1,248,815</u>	<u>1,051,591</u>
Liabilities:			
Creditors: Amounts falling due within one year	10	<u>(11,379)</u>	<u>(17,297)</u>
Net current assets		<u>1,237,436</u>	<u>1,034,294</u>
Total assets less current liabilities		<u>1,613,402</u>	<u>1,432,662</u>
Net assets		<u>1,613,402</u>	<u>1,432,662</u>
The funds of the charity:			
Designated Funds	12	1,058,966	1,041,368
General Funds	12	287,591	104,209
Restricted Funds	12	266,845	287,085
TOTAL FUNDS		<u>1,613,402</u>	<u>1,432,662</u>

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

Approved and authorised for issue by the Trustees on ... 27th June 2022
and signed on their behalf by:



.....
Terence Collis
Trustee

Company Registration: 04076191

The notes on pages 15 to 24 form part of these financial statements.

THE MAYTREE RESPITE CENTRE

Statement of Cash Flows as at 30 September 2021

	2021	2020
	£	£
Cash flows from operating activities		
Net cash provided by operating activities	125,578	178,427
Cash flows from investing activities		
Interest from investments	2,609	5,615
Change in cash and cash equivalents in the reporting period	128,187	184,042
Cash and cash equivalents at the beginning of the reporting period	1,031,889	847,847
Cash and cash equivalents at the end of the reporting period	<u>1,160,076</u>	<u>1,031,889</u>

Reconciliation of net income/ (expenditure) to net cash flow from operating activities

	2021	2020
	£	£
Net income for the reporting period (as per the statement of financial activities)	180,740	179,412
Adjustments for:		
Depreciation charges	14,511	14,372
Addition to fixed assets	-	(5,976)
Loss on disposal of fixed assets	7,891	-
Interest from investments	(2,609)	(5,615)
Decrease/(increase) in debtors	(69,037)	(8,479)
Increase/(decrease) in creditors	(5,918)	4,713
Net cash provided by operating activities	<u>125,578</u>	<u>178,427</u>

Analysis of changes in net debt

	At start of year	Cash flows	At end of year
	£	£	£
Cash	<u>1,031,889</u>	<u>128,187</u>	<u>1,160,076</u>

THE MAYTREE RESPITE CENTRE

Notes to the Financial Statements
For the year ended 30 September 2021

1 ACCOUNTING POLICIES

The following accounting policies have been applied consistently in dealing with the items which are considered material to the financial statements.

1.1 Basis of Preparation of the Financial Statements

These financial statements are prepared on a going concern basis, under the historical cost convention.

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The Company is a public benefit entity for the purposes of FRS 102 and a registered charity established as a company limited by guarantee and therefore has also prepared its financial statements in accordance with the 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 (The FRS 102 Charities SORP - second edition - October 2019) and the Companies Act 2006.

The financial statements are prepared in sterling, which is the functional currency of the charity.

1.2 Going Concern

The Trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the trustees have considered the charity's forecasts and projections and have taken account of pressures that may arise from a range of possible events.

The Trustees have in particular considered the on-going impact of the Coronavirus and measures taken in the UK. The charity has a strong cash and reserves position at the time of approval of these financial statements. Having made enquiries, the trustees have concluded that there is a reasonable expectation that the charity has adequate resources to continue in operational existence for at least 12 months from the date of the audit report of these financial statements. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

1.3 Financial Instruments

Cash and cash equivalents include cash at banks and in hand and short term deposits with a maturity date of three months or less.

Debtors and creditors receivable or payable within one year of the reporting date are carried initially at their transaction price and subsequently at settlement value.

1.4 Taxation

The Charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

1.5 Operating lease rentals

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against the Statement of Financial Activities as incurred.

1.6 Critical Accounting Estimates and Areas of Judgement

In preparing financial statements it is necessary to make certain judgements, estimates and assumptions that affect the amounts recognised in the financial statements. The following judgements and estimates are considered by the trustees to have most significant effect on amounts recognised in the financial statements. The most significant estimates and assumptions which affect the carrying amount of assets and liabilities in the accounts relate to the annual depreciation charge for tangible fixed assets is sensitive to change in the estimated useful economic lives and residual value of assets. These are reassessed annually and amended where necessary to reflect current circumstances and to take account of any impairment in value.

THE MAYTREE RESPITE CENTRE

Notes to the Financial Statements
For the year ended 30 September 2021

1 ACCOUNTING POLICIES (continued)

1.7 Funds

Unrestricted funds comprise accumulated surpluses on general funds. They are available for use at the discretion of the trustees in furtherance of the general charitable objectives.

Designated funds are amounts which have been ring fenced as they relate to tangible fixed assets

Restricted funds comprise funds donated for specified purposes.

Further details of the nature of the funds are set out in Note 12.

1.8 Income

All incoming resources are included in the statement of financial activities when the charity is entitled to the income, the receipt is probable and the amount can be quantified reliably.

1.9 Expenditure

All resources expended are accounted for gross, on the accruals basis. All costs are directly attributed to one of the functional categories for resources expended in the statement of financial activities. The charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

Expenditure on raising funds comprises the costs associated with attracting voluntary income.

Charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

1.10 Tangible fixed assets and depreciation

Tangible fixed assets are carried at cost less accumulated depreciation. Assets costing more than £750 are capitalised. Depreciation is provided to write off the cost less estimated residual value of all fixed assets except freehold land, over their useful lives:

Freehold land is not depreciated.

Freehold building - written off over its expected useful life of 50 years.

Furniture, fittings and equipment - 15% reducing balance

1.11 Cash and cash equivalents

Cash at bank and in hand comprises basic financial assets and includes cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months

1.12 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination

1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

THE MAYTREE RESPITE CENTRE

Notes to the Financial Statements
For the year ended 30 September 2021

2 VOLUNTARY INCOME	Unrestricted Funds £	Restricted Funds £	2021 Total £
2021			
Donations	527,453	-	527,453
Legacies	-	-	-
Grants	167,545	45,000	212,545
COVID-19 Support & Furlough Grants	29,806	-	29,806
	<u>724,804</u>	<u>45,000</u>	<u>769,804</u>

	Unrestricted Funds £	Restricted Funds £	2020 Total £
2020			
Donations	111,857	3,756	115,613
Legacies	29,113	100,000	129,113
Grants	198,323	207,882	406,205
COVID-19 Support & Furlough Grants	66,590	-	66,590
	<u>405,883</u>	<u>311,638</u>	<u>717,521</u>

3 INVESTMENT INCOME	2021 £	2020 £
Bank Interest	<u>2,609</u>	<u>5,615</u>

4 TRUSTEES' REMUNERATION AND REIMBURSED EXPENSES

No reimbursed expenses were paid to the trustees during the year ended 30 September 2021 (2020: £nil).

During the year under review the charity maintained the Charity Trustees indemnity insurance cover as permitted by its governing document.

5 STAFF COSTS

	2021 £	2020 £
Salary	383,413	353,319
Social security costs	30,175	31,979
Temporary Staff	7,344	11,352
Employer Pension contributions	<u>8,072</u>	<u>7,575</u>
	<u>429,004</u>	<u>404,225</u>

The average number of employees during the year was 23 (2020: 18).

No employee (2020: none) received emoluments of more than £60,000 during this year.

The remuneration of key management personnel, which comprise the trustees, and the Director of the charity was £31,822 (2020: £56,359).

THE MAYTREE RESPITE CENTRE

Notes to the Financial Statements
For the year ended 30 September 2021

6 EXPENDITURE	Raising Funds	Charitable Activities	Governance Costs	Total 2021
	£	£	£	£
2021				
Salaries and National Insurance	82,809	346,195	-	429,004
Recruitment and training	-	24,644	-	24,644
Redundancy payments	-	28,969	-	28,969
Supervision and volunteer expenses	-	-	-	-
Internet and IT expenses	-	20,734	-	20,734
Household expenses	-	2,473	-	2,473
Postage and stationery	-	2,771	-	2,771
Cleaning and repairs	-	4,444	-	4,444
Travel expenses	-	390	-	390
Food	-	1,506	-	1,506
Rates	-	80	-	80
Telephone	-	8,654	-	8,654
Electricity, gas and water	-	2,178	-	2,178
Insurance	-	7,465	-	7,465
Sundry expenses	-	1,863	-	1,863
Audit and accountancy fees	-	2,538	9,290	11,828
Bank interest and charges	-	650	-	650
Fundraising costs	1,959	-	-	1,959
Advertising	-	1,200	-	1,200
Depreciation	-	14,511	-	14,511
Loss on disposal of fixed asset	-	7,891	-	7,891
Evaluation and Consultancy	-	259	-	259
Legal	-	-	13	13
Subscription and membership	-	2,491	-	2,491
Director expenses	-	361	-	361
Studio office expenses	-	15,285	-	15,285
Outreach set-up and expenses	-	50	-	50
	<u>84,768</u>	<u>497,602</u>	<u>9,303</u>	<u>591,673</u>
Allocation of governance costs	-	9,303	(9,303)	-
Totals	<u>84,768</u>	<u>506,905</u>	<u>-</u>	<u>591,673</u>

THE MAYTREE RESPITE CENTRE

Notes to the Financial Statements
For the year ended 30 September 2021

6 EXPENDITURE (continued)	Raising Funds	Charitable Activities	Governance Costs	Total 2020
	£	£	£	£
2020				
Salaries and National Insurance	84,942	319,283	-	404,225
Recruitment and training	-	8,764	-	8,764
Redundancy payments	-	-	-	-
Supervision and volunteer expenses	-	13,812	-	13,812
Internet and IT expenses	-	15,280	-	15,280
Household expense	-	2,402	-	2,402
Postage and stationery	-	2,939	-	2,939
Cleaning and repairs	-	7,474	-	7,474
Travel expenses	-	154	-	154
Food	-	3,076	-	3,076
Rates	-	838	-	838
Telephone	-	9,018	-	9,018
Electricity, gas and water	-	2,808	-	2,808
Insurance	-	6,279	-	6,279
Sundry expenses	-	1,340	-	1,340
Audit and accountancy fees	-	3,512	7,835	11,347
Bank interest and charges	-	651	-	651
Fundraising costs	2,149	-	-	2,149
Advertising	-	3,743	-	3,743
Depreciation	-	14,372	-	14,372
Evaluation	-	12,037	-	12,037
Legal	-	-	13	13
Subscription and membership	-	1,524	-	1,524
Director expenses	-	849	-	849
Studio office expenses	-	18,297	-	18,297
Outreach set-up and expenses	-	333	-	333
	<u>87,091</u>	<u>448,785</u>	<u>7,848</u>	<u>543,724</u>
Allocation of governance costs	-	7,848	(7,848)	-
Totals	<u>87,091</u>	<u>456,633</u>	<u>-</u>	<u>543,724</u>
7 MOVEMENT IN FUNDS			2021	2020
This is stated after charging:			£	£
Depreciation			14,511	14,372
Auditor's remuneration			9,290	7,835
Auditor's remuneration for non-audit services			2,538	3,512
			<u>26,339</u>	<u>25,719</u>

THE MAYTREE RESPITE CENTRE

Notes to the Financial Statements
For the year ended 30 September 2021

8 TANGIBLE FIXED ASSETS

	Freehold property £	Office Equipment £	Total £
Cost or valuation:			
At 1 October 2020	608,805	27,302	636,107
Additions in year	-	-	-
Disposals in the year	-	(11,598)	(11,598)
At 30 September 2021	<u>608,805</u>	<u>15,704</u>	<u>624,509</u>
Depreciation:			
At 1 October 2020	225,482	12,257	237,739
Charge for the year	12,176	2,335	14,511
Eliminated on disposal	-	(3,707)	(3,707)
At 30 September 2021	<u>237,658</u>	<u>10,885</u>	<u>248,543</u>
Net Book Value:			
At 30 September 2021	<u>371,147</u>	<u>4,819</u>	<u>375,966</u>
At 30 September 2020	<u>383,323</u>	<u>15,045</u>	<u>398,368</u>

9 DEBTORS

	2021 £	2020 £
Other debtors - Accounts receivable	75,000	-
Prepayments and Accrued Income	12,589	19,116
Rent deposit	1,150	586
	<u>88,739</u>	<u>19,702</u>

10 CREDITORS DUE WITHIN ONE YEAR

	2021 £	2020 £
Accruals	8,063	7,650
Trade Creditors	3,316	9,647
	<u>11,379</u>	<u>17,297</u>

Included in the above creditors are financial liabilities of £8,063 (2020: £7,650) measured at amortised cost.

THE MAYTREE RESPITE CENTRE

Notes to the Financial Statements

For the year ended 30 September 2021

11 ANALYSIS OF NET ASSETS BETWEEN FUNDS

2021	General funds £	Restricted funds £	Designated funds £	Total £
Fund balances at 30 September 2021 are represented by:				
Tangible fixed assets	-	-	375,966	375,966
Current assets	298,970	266,845	683,000	1,248,815
Current liabilities	(11,379)	-	-	(11,379)
Long term liabilities	-	-	-	-
TOTAL FUNDS	<u>287,591</u>	<u>266,845</u>	<u>1,058,966</u>	<u>1,613,402</u>
Fund balances at 30 September 2020 are represented by:				
	<u>104,209</u>	<u>287,085</u>	<u>1,041,368</u>	<u>1,432,662</u>
2020	General funds £	Restricted funds £	Designated funds £	Total £
Fund balances at 30 September 2020 are represented by:				
Tangible fixed assets	-	-	398,368	398,368
Current assets	121,506	287,085	643,000	1,051,591
Current liabilities	(17,297)	-	-	(17,297)
Long term liabilities	-	-	-	-
TOTAL FUNDS	<u>104,209</u>	<u>287,085</u>	<u>1,041,368</u>	<u>1,432,662</u>
Fund balances at 30 September 2019 are represented by:				
	<u>21,877</u>	<u>53,831</u>	<u>1,225,928</u>	<u>1,301,636</u>

THE MAYTREE RESPITE CENTRE

Notes to the Financial Statements
For the year ended 30 September 2021

12 MOVEMENT IN FUNDS

2021	At 1 October 2020 £	Incoming Resources £	Resources Expended £	Transfers £	At 30 September 2021 £
Restricted funds:					
Various					
Reserves - Fuserna	20,000	-	-	-	20,000
Replication - Bristol	6,755	-	-	-	6,755
Joe's Garden Project	78	-	-	-	78
Big Lottery - Reaching Comms	26,108	-	(26,108)	-	-
Big Lottery - New	39,125	-	(39,125)	-	-
Individual donor - Replication - London	3,000	-	-	-	3,000
Total Various	95,066	-	(65,233)	-	29,833
Manchester Replication					
Manchester Salary	39,993	40,000	(7)	-	79,986
Mike Christian - Manchester replication	2,509	-	-	-	2,509
Batchworth Trust - Manchester refurbishment	15,000	-	-	-	15,000
MDM Memorial Trust - Manchester	1,000	-	-	-	1,000
Joe & Rosa Frenkel CT - Manchester replicatio	24,000	5,000	-	-	29,000
Estate of Ben Judah - Manchester replication	100,000	-	-	-	100,000
Individual donor - Replication - Manchester	9,517	-	-	-	9,517
Total Manchester Replication	192,019	45,000	(7)	-	237,012
	287,085	45,000	(65,240)	-	266,845
Unrestricted funds					
General fund	104,209	727,413	(526,433)	(17,598)	287,591
Designated funds - Fixed assets	398,368	-	-	(22,402)	375,966
Designated funds - Operating reserve	410,000	-	-	40,000	450,000
Designated funds - Replication reserve	233,000	-	-	-	233,000
	1,145,577	727,413	(526,433)	-	1,346,557
TOTAL FUNDS AT 30 SEPTEMBER 2020	1,432,662	772,413	(591,673)	-	1,613,402
TOTAL FUNDS AT 30 SEPTEMBER 2019	1,253,250	723,136	(543,724)	-	1,432,662

THE MAYTREE RESPITE CENTRE

Notes to the Financial Statements
For the year ended 30 September 2021

12 MOVEMENT IN FUNDS

2020	At 1 October 2019 £	Incoming Resources £	Resources Expended £	Transfers £	At 30 September 2020 £
Restricted funds:					
Reserves - Fuserna	20,000	-	-	-	20,000
Replication - Bristol	6,755	-	-	-	6,755
Joe's Garden Project	(1,732)	2,000	(190)	-	78
Michael Watson Trust - refurbishment	504	-	(504)	-	-
Edward Gostling - core salary	5,000	-	(5,000)	-	-
Big Lottery - Reaching Comms	-	110,257	(84,149)	-	26,108
Big Lottery - New	-	39,125	-	-	39,125
TKMaxx	-	500	(500)	-	-
The Funding Network - database	464	-	(464)	-	-
Individual donor - Replication - London	3,000	-	-	-	3,000
	33,991	151,882	(90,807)	-	95,066
Manchester Replication					
Manchester Salary	-	40,000	(7)	-	39,993
Mike Christian - Manchester replication	-	3,000	(491)	-	2,509
The Batchworth Trust - Manchester refurbish	-	15,000	-	-	15,000
MDM Memorial Trust - Manchester	-	1,000	-	-	1,000
Joe & Rosa Frenkel CT - Manchester replica	24,000	-	-	-	24,000
Estate of Ben Judah - Manchester replicator	-	100,000	-	-	100,000
Individual Donations - Manchester replicator	-	235	(235)	-	-
On line challenges - Manchester replication	-	521	(521)	-	-
Individual donor - Replication - Manchester	11,507	-	(1,990)	-	9,517
	69,498	311,638	(94,051)	-	287,085
Unrestricted funds					
General fund	11,988	411,498	(449,673)	130,396	104,209
Designated funds - Fixed assets	406,764	-	-	(8,396)	398,368
Designated funds - Operating reserve	400,000	-	-	10,000	410,000
Designated funds - Replication reserve	365,000	-	-	(132,000)	233,000
	1,183,752	411,498	(449,673)	-	1,145,577
TOTAL FUNDS	1,253,250	723,136	(543,724)	-	1,432,662

THE MAYTREE RESPITE CENTRE

Notes to the Financial Statements

For the year ended 30 September 2021

Designated Funds

The designated fund has been set up to identify the following funds:

Fixed Asset Reserve - in respect of the Maytree Respite Centre freehold property

Operating Reserve - in respect of nine months anticipated running costs

Replication Reserve - in respect of likely first year running costs and refurbishment of a property to replicate Maytree in Manchester.

Restricted Funds

Restricted funds include:

Reserves - Fuserna (reserves account)

Anonymous Trust Donation (restricted for Manchester salary)

Replication - Bristol (restricted for replication in Bristol area)

Big Lottery - Reach & Coms (restricted to Outreach Program)

The Batchworth Trust - Manchester replication refurbishment

MDM Memorial Trust - Manchester replication

Mike Christian - Manchester replication

Joe's Garden - garden project at Royal Hampton Court to raise awareness of Maytree

Individual Donor - Replication - London (restricted for replication elsewhere in London)

The Funding Network - new database

Edward Gostling - core salary funding

Michael Watson Trust - refurbishment

Joe & Rosa Frenkel CT - Replication - Manchester

Individual Donor - Replication - Manchester

13 OPERATING LEASE COMMITMENTS

At the reporting year end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases of £19,228 (2020: £4,600).

Lease payments recognised as an expense during the year is £13,800 (2020: £13,800).

14 RELATED PARTY DISCLOSURES

There were no related party transactions in the year other than those disclosed in Note 4.

15 LEGAL STATUS OF THE CHARITY

The charity is a company limited by guarantee and has no share capital. The liability of the eight members in the event of winding up is limited to £1 each.

The charity is controlled by its trustees.

16 ULTIMATE CONTROLLING PARTY

There is no ultimate controlling party.