Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2017

for
St Margaret's Centre

Pullan Barnes
Chartered Accountants
Stephenson House
Richard Street
Hetton-le-Hole
Tyne and Wear
DH5 9HW

Contents of the Financial Statements for the Year Ended 31 March 2017

	Page
Chairman's Report	1
Report of the Trustees	2 to 3
Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Financial Statements	7 to 12
Detailed Statement of Financial Activities	13 to 14

Chairman's Report for the Year Ended 31 March 2017

I am pleased to report that the Centre has enjoyed another successful year. In September we celebrated the Centre's 25th Anniversary and it was a pleasure to share that celebration with Service Users, Sponsors, current and past staff.

I am delighted to welcome Poppy Prested who joined the staff this year as Product Designer and wish her every success in her role.

Throughout the period the Centre has continued to provide a high standard and diverse service to the people referred to us with mental health problems. This has been achieved by providing experience and training in a wide range of activities including art and craft, woodworking, information technology, gardening, cooking catering, literacy self-help and general social interaction skills. The Centre continues to deliver Self Recovery Programmes, Cognitive Behavioural Therapy Training and Early Prevention Programmes.

During the year a range of highly successful short term free courses, have been delivered, exploring woodworking techniques, music, baking, craft skills, personal fitness and health. The range of activities has continued to expand with the focus on assisting all attendees to regain confidence and life skills to enable them to move on. All staff have demonstrated total commitment to this objective and there has been increased access to courses.

Community outreach activities continued to expand and included provision of further education for the community by delivering Health and Wellbeing courses addressing personal issues that lead to mental health problems. Conditions covered include, Sleep Deprivation, Anxiety, Depression, Mood Swings for example. These have been delivered over 6 week periods and have been available daytime and evenings.

There has been a significant increase in the number of GP referrals of people to the Centre and the centre has continued to be well utilised during the past year.

Excellent progress has been made on the co-production of the Recovery Pathway Documentation through the working group facilitated by a number of the Centre's Service Users.

There has been an increase in the number of volunteers who support the activities of the Centre, particularly from Durham University students.

Principle funding for the Centre has continued throughout this year, via a further 1 year extension of the existing contract with Durham County Council. This contract does not fully fund the activities of the Centre and additional funds have been raised through sponsorship from local organisations, direct application to various Trusts, specific fund raising events, attendance at craft fairs and through the activities of the Centre, particularly, the woodwork facility which has been engaged in the restoration of furniture and making bespoke furniture and fittings. I particularly thank Garfield Weston Foundation, Durham City Freemen and Shakespearean Temperance Trust for their continued support, as well as the Co-op Society, the contributions of local churches- North Rd Methodist, St Margaret's and Elvet Methodist Church. A special thank you must go to Alan Harker for his tremendous effort in completing the City to Sea marathon.

Careful management and control of our financial resources has resulted in a small surplus for this year's operational costs, thus ensuring a further contribution to the charity's reserves which remain in accordance with the financial reserves policy.

Looking forward, we have been granted funding for a further 1 year through a contract with Durham County Council. The Manager continues to have regular contact with Durham County Council and other forums regarding future arrangements in respect of requirements and funding of Mental Health recovery within the community. We continue to review our service delivery model to facilitate early intervention and prevention and to ensure that we achieve measurable outcomes.

My thanks go to Dr. Arnab Basu MBE, and the Rt. Revd. Paul Butler, Bishop of Durham for their continued patronage and to the Trustees, members of staff and volunteers for their valued contributions, hard work and continued commitment and support to this project.

Peter Phompson Chairman June 2017.

Report of the Trustees for the Year Ended 31 March 2017

The trustees present their report with the financial statements of the charity for the year ended 31 March 2017. The trustees have adopted the provisions of 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

Objectives and aims

The principal activity of the charity is the provision of day centre facilities to support people with mental health problems in Durham. The Centre is used by more than 100 different people every week and is becoming increasingly popular as a health care facility.

Public benefit

In setting plans and priorities for areas of work, the Trustees of St. Margaret's Centre have had regard to the guidance from the Charity Commission on the provision of public benefit. In particular, the Trustees consider how planned activities contribute to meeting the objectives set. How St. Margaret's Centre delivers its principal charitable activities, as set out in its governing document, is demonstrated in the 'objectives and aims' statement above.

The public benefit arising from St. Margaret's Centre's work is, therefore, implicit services provided to people with mental health issues.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The Charity has made a surplus this year of £3,531 (2016: £11,526), which leaves the Charity in a healthy financial position with reserves of £191,749 (2015: £188,218).

FINANCIAL REVIEW

Principal funding sources

The Charity relied substantially on the fees paid by local authorities under the service level agreement which is received quarterly.

Ongoing, there is a one year contract with the local authority which is subject to annual review.

Reserves policy

The management committee has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be the equivalent to between six and twelve months of the resources expended. At this level, the Trustees feel that they would be able to continue the current activities in the event of a significant drop in funding.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Charitable Incorporated Organisation (CIO) constitution, registered 16 March 2015.

Change of Status to CIO

St Margarets Centre was registered with the Charity Commission on 26 September 1994 under the charity number 1041128. In February 2015, the trustees resolved that it would be beneficial to establish a Charitable Incorporated Organisation (CIO) and to transfer the operations and assets of St Margarets Centre thereto.

A constitution for the CIO was agreed by the existing trustees as applicants and the new St Margaret's Centre CIO was registered by the Charity Commission on 16 March 2015 under the name 'St Margaret's Centre' with the registered number 1160900.

The operations and assets of St Margarets centre were transferred to St Margaret's centre (the new CIO) on 30 September 2015 and the old charity was removed from the Charity Commission's register via transfer of funds, recorded on 02 december 2015.

Recruitment and appointment of new trustees

Up to two trustees can be appointed under the terms of the Trust Deed by Waddington Street United Reformed Church, St Margaret's Church, Durham and St John's Church, Durham.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1160900

Principal address

The Old School Margery Lane Durham Co. Durham DH1 4QJ

Report of the Trustees for the Year Ended 31 March 2017

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees

Mr J Woods

Miss E McCabe

Mrs J Fraser

Mr T P Jefferson

Mr D Welsh

Mr P Thompson

Mr A J Walker

Miss A McKay

- appointed 23.5.16

Independent examiner Michael Barnes ACA

Pullan Barnes

Chartered Accountants

Stephenson House

Richard Street

Hetton-le-Hole

Tyne and Wear

DH5 9HW

Approved by order of the board of trustees on 19 June 2017 and signed on its behalf by:

Independent Examiner's Report to the Trustees of St Margaret's Centre

I report on the accounts for the year ended 31 March 2017 set out on pages five to twelve.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's 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 required.

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(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the 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 statements 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 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

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

Michael Barnes ACA Pullan Barnes Chartered Accountants Stephenson House Richard Street Hetton-le-Hole Tyne and Wear DH5 9HW

19 June 2017

Statement of Financial Activities for the Year Ended 31 March 2017

		Unrestricted fund	Restricted funds	31.3.17 Total funds	31.3.16 Total funds
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM Donations and legacies Charitable activities	2 5	5,065	-	5,065	9,719
Care Provision		208,064	7,500	215,564	205,760
Other trading activities Investment income	3 4	8,266 1,831	<u>-</u>	8,266 1,831	8,456 1,118
Total		223,226	7,500	230,726	225,053
EXPENDITURE ON Raising funds Charitable activities Care Provision	6	245	- 4.122	245	1,025
		222,817	4,133	226,950	212,502
Total		223,062	4,133	227,195	213,527
NET INCOME		164	3,367	3,531	11,526
RECONCILIATION OF FUNDS					
Total funds brought forward		188,218	-	188,218	176,692
TOTAL FUNDS CARRIED FORWARD		188,382	3,367	191,749	188,218

CONTINUING OPERATIONSAll income and expenditure has arisen from continuing activities.

Balance Sheet At 31 March 2017

		Unrestricted fund	Restricted funds	31.3.17 Total funds	31.3.16 Total funds
	Notes	£	£	£	£
FIXED ASSETS Tangible assets	11	11,210	-	11,210	15,955
CURRENT ASSETS Debtors	12	7,052	-	7,052	7,831
Investments Cash at bank and in hand	13	71,737 102,002	3,367	71,737 105,369	82,691 86,792
		180,791	3,367	184,158	177,314
CREDITORS Amounts falling due within one year	14	(3,619)	-	(3,619)	(5,051)
NET CURRENT ASSETS		177,172	3,367	180,539	172,263
TOTAL ASSETS LESS CURRENT LIABILITIES		188,382	3,367	191,749	188,218
NET ASSETS		188,382	3,367	191,749	188,218
FUNDS Unrestricted funds Restricted funds	15			188,382 3,367	188,218 -
TOTAL FUNDS				191,749	188,218

The financial statements were approved by the Board of Trustees on 19 June 2017 and were signed on its behalf by:

Mr P Thompson -Trustee

Mr D Welsh -Trustee

Notes to the Financial Statements for the Year Ended 31 March 2017

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows;
- the requirement of Section 3 Financial Statement Presentation paragraph 3.17(d);
- the requirements of Section 11 Financial Instruments paragraphs 11.41(b), 11.41(c), 11.41(e), 11.41(f), 11.42, 11.44, 11.45, 11.47, 11.48(a)(iii), 11.48(a)(iv), 11.48(b) and 11.48(c);
- the requirements of Section 12 Other Financial Instruments paragraphs 12.26, 12.27, 12.29(a), 12.29(b) and 12.29A.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

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 a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

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

Buildings	- 20% on cost
Plant and machinery	- 20% on cost
Fixtures and fittings	- 15% on cost
Kitchen Equipment	- 20% on cost
Computer equipment	- 100% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

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

2. DONATIONS AND LEGACIES

	31.3.17	31.3.16
	£	£
Donations	5,065	9,719

Notes to the Financial Statements - continued for the Year Ended 31 March 2017

3. OTHER TRADING ACTIVITIES

4.	Fundraising activities Schoolhouse Lunches and dinners Printing and craft sales INVESTMENT INCOME				31.3.17 £ 1,643 556 3,750 2,317 8,266	31.3.16 £ 3,099 556 3,338 1,463 8,456
	Interest receivable				31.3.17 £ 1,831	31.3.16 £ 1,118
5.	INCOME FROM CHARITABLE	ACTIVITIES				
	Grants Income from therapeutic work Group work Courses held Employment allowance Grants received, included in the abo	Activity Care Provision Care Provision Care Provision Care Provision Care Provision Care Provision			31.3.17 £ 184,244 23,161 5,159 3,000 215,564 31.3.17 £	31.3.16 £ 180,730 18,295 15 2,720 4,000 205,760 31.3.16 £
	Durham County Council CREE Durham City Freeman				176,744 2,500 5,000	175,730 5,000
					<u>184,244</u>	180,730
6.	CHARITABLE ACTIVITIES CO	OSTS				
	Care Provision			Direct costs	Support costs (See note 7) £ 67,667	Totals £ 226,950
	Care Provision			<u>159,283</u>	=====	=======================================
7.	SUPPORT COSTS					
	Care Provision		Management £ 42,441	Finance £ 23,558	Governance costs £ 1,668	Totals £ 67,667

Notes to the Financial Statements - continued for the Year Ended 31 March 2017

7. SUPPORT COSTS - continued

	31.3.17	31.3.16
	Care Provision	Total activities
	£	£
Wages	35,364	36,620
Social security	3,760	3,934
Telephone	1,250	1,658
Postage and stationery	1,413	2,116
Advertising	304	370
Sundries	350	13
Wages	20,642	14,794
Social security	1,728	2,137
Pensions	1,188	-
Accountancy and legal fees	1,668	844
	67,667	62,486

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2017 nor for the year ended 31 March 2016.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2017 nor for the year ended 31 March 2016.

9. STAFF COSTS

Wages and salaries Social security costs Other pension costs	31.3.17 £ 144,204 10,682 6,943	31.3.16 £ 137,609 10,873 5,204
	161,829	153,686
The average monthly number of employees during the year was as follows:		
Full time Part time	31.3.17 5 1 —————	31.3.16 5 1 6

No employees received emoluments in excess of £60,000.

The maximum number of employees during the year was 8 (2016: 7).

The average number of full time equivalent staff during the reporting period was 6 (2016: 6)

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds	Total funds £
INCOME AND ENDOWMENTS FRO		£.	L
Donations and legacies	9,719	-	9,719
Charitable activities			
Care Provision	200,760	5,000	205,760
Other trading activities	8,456	-	8,456
Investment income	1,118	-	1,118
Donations and legacies Charitable activities Care Provision Other trading activities	9,719 200,760 8,456	5,000	205,760 8,456

Notes to the Financial Statements - continued for the Year Ended 31 March 2017

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted funds	Total funds £
Total	220,053	5,000	225,053
EXPENDITURE ON Raising funds	1,025	-	1,025
Charitable activities Care Provision	182,573	29,929	212,502
Total	183,598	29,929	213,527
NET INCOME	36,455	(24,929)	11,526
RECONCILIATION OF FUNDS			
Total funds brought forward	151,763	24,929	176,692
TOTAL FUNDS CARRIED FORWARD	188,218	<u>-</u>	188,218

Notes to the Financial Statements - continued for the Year Ended 31 March 2017

11.	TANGIBLE FIXED ASSETS			
		Buildings £	Plant and machinery £	Fixtures and fittings £
	COST At 1 April 2016 and 31 March 2017	29,006	63,376	13,655
	DEPRECIATION			
	At 1 April 2016 Charge for year	29,006	52,354 3,751	8,722 994
	At 31 March 2017	29,006	56,105	9,716
	NET BOOK VALUE At 31 March 2017		7,271	3,939
	At 31 March 2016	<u>-</u>	11,022	4,933
		Kitchen Equipment £	Computer equipment £	Totals £
	COST At 1 April 2016 and 31 March 2017	11,883	17,632	135,552
	DEPRECIATION At 1 April 2016 Charge for year	11,883	17,632	119,597 4,745
	At 31 March 2017	11,883	17,632	124,342
	NET BOOK VALUE At 31 March 2017	-	-	11,210
	At 31 March 2016	-	-	15,955
12.	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR			
			31.3.17 £	31.3.16 £
	Trade debtors Other debtors		7,052	556 7,275
			7,052	7,831
13.	CURRENT ASSET INVESTMENTS			
			31.3.17 £	31.3.16 £
	High interest deposits		71,737	82,691 ———

Notes to the Financial Statements - continued for the Year Ended 31 March 2017

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Trade creditors Taxation and social security Other creditors		31.3.17 £ 3,619 3,619	31.3.16 £ 114 2,736 2,201 5,051
15.	MOVEMENT IN FUNDS			
		At 1.4.16 £	Net movement in funds	At 31.3.17 £
	Unrestricted funds General fund	188,218	164	188,382
	Restricted funds Durham City Freeman	-	3,367	3,367
	TOTAL FUNDS	188,218	3,531	191,749
	Net movement in funds, included in the above are as follows:			
		Incoming resources	Resources expended £	Movement in funds £
	Unrestricted funds General fund	223,226	(223,062)	164
	Restricted funds CREE Durham City Freeman	2,500 5,000	(2,500) (1,633)	3,367
		7,500	(4,133)	3,367
	TOTAL FUNDS	230,726	(227,195)	3,531

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2017.

<u>Detailed Statement of Financial Activities</u> <u>for the Year Ended 31 March 2017</u>

	31.3.17 £	31.3.16 £
INCOME AND ENDOWMENTS		
Donations and legacies Donations		2.512
Donations	5,065	9,719
Other trading activities		
Fundraising activities Schoolhouse	1,643	3,099
Lunches and dinners	556 3,750	556 3,338
Printing and craft sales	2,317	1,463
	8,266	8,456
Investment income		
Interest receivable	1,831	1,118
	1,001	1,110
Charitable activities Grants	194.044	100.720
Income from therapeutic work	184,244 23,161	180,730 18,295
Group work	-	15
Courses held	5,159	2,720
Employment allowance	3,000	4,000
	215,564	205,760
Total incoming resources	230,726	225,053
EXPENDITURE		
Other trading activities		
Purchases	245	-
Wages	-	1,025
	245	1,025
Charitable activities		
Wages	88,198	85,170
Social security	5,194	4,802
Pensions	5,755	5,204
Rent	7,283	6,700
Insurance Light, heat & water	6,546	4,103
Therapeutic work - materials	8,632 9,273	7,682 9,243
Food purchases	5,130	9,243 4,333
Cleaning	774	1,492
Travelling	2,142	1,261
Repairs & renewals	6,463	6,319
Equipment maintenance	6,584	3,913
Training costs	2,564	3,679
Depreciation of plant & machinery	3,751	3,688
Depreciation of Fixtures & Fittings	994	845
Depreciation of kitchen equipment Depreciation of Computer Equipment	-	210
Depression of Computer Equipment	-	1,372
	159,283	150,016

<u>Detailed Statement of Financial Activities</u> <u>for the Year Ended 31 March 2017</u>

	31.3.17 £	31.3.16 £
Management		_
Wages	35,364	36,620
Social security	3,760	3,934
Telephone	1,250	1,658
Postage and stationery	1,413	2,116
Advertising	304	370
Sundries	350	13
	42,441	44,711
Finance		
Wages	20,642	14,794
Social security	1,728	2,137
Pensions	1,188	-
	23,558	16,931
Governance costs	,	ŕ
Accountancy and legal fees	1,668	844
Total resources expended	227,195	213,527
Net income	3,531	11,526