

**GRIEF ENCOUNTER PROJECT**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2018**

# GRIEF ENCOUNTER PROJECT

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	H Gittelmon (Chair) S Gilbert B Myers J Englender P Walters Mr G Sacks L Matthey
<b>Charity number</b>	1101277
<b>Principal address</b>	The Lodge Stephens House 17 East End Road London N3 3QE
<b>Chief executive officer</b>	R Fogelman
<b>Independent examiner</b>	Glazers 843 Finchley Road London NW11 8NA
<b>Bankers</b>	NatWest Bank 1302 High Road London N20 9JF

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# GRIEF ENCOUNTER PROJECT

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# GRIEF ENCOUNTER PROJECT

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 JULY 2018

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The trustees presents it's report and financial statements for the year ended 31 July 2018.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's trust deed, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

#### Objectives and activities

The charity's objects are as follows:

1. **Advice, Advocacy & Support** - to deliver high quality, integrated services to bereaved children, young people and their families.
2. **Influence** - to contribute its knowledge and expertise to assist in the development of local, national and international strategies and promote the value of bereavement support.
3. **Healthy Organisation** - to operate a well managed, well governed and financially sustainable organisation that is able to retain and promote the value of bereavement support.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### Achievements and performance

##### Review of activities

We remain an accessible and free service, open to bereaved children and young people, alongside their families, in the UK. Our value statement remains a priority and we stress the importance of personal relationships and an ongoing plan for our families, often staying in touch for many years, following their progress, and providing long term support.

We continue to run an organisation which is innovative, essential, cost-effective and impactful. This financial year, service delivery surpassed any other equivalent offering, both in terms of our unique programmes, and in the cost of providing them to our clients. Grief Encounter continues to operate and support the management of its charity in Bristol (The Rainbow Centre for Children) and has a commitment to offer bereaved families in Bristol the best possible service. We have ended this year with a financial deficit, which can be attributed to an increase in clinical activities. The increase in activities was planned, with a view that we will be better supported in 2018/19 due to a Gala Dinner and other new fundraising initiatives.

Since our workshops began in January 2006, Grief Encounter has seen around 6000 children, young people and their careers, representing over 2000 families. This does not include over 100,000 unique users we receive online via our website, those that have benefited from our training, outreach work, 13,000 telephone callers, those that receive email support; nor the numerous workbook and Grief Relief Kit users on our database. Our unique and specialist resources continue to develop, with the influence of our Lifetime President and Founder, Dr Shelley Gilbert MBE.

Grief Encounter's media presence continues to grow, with our organisation and expert care team being the first port of call for media stories related to child bereavement; this is in the form of interview or profile requests for TV, radio, newspapers and magazines. Case studies are also regularly featured in consumer press, alongside profile pieces on our celebrity ambassadors.

# GRIEF ENCOUNTER PROJECT

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 JULY 2018**

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### Financial review

The charity has a planned cycle of fundraising events, and expects funds raised from the Gala Dinner (held every two years) to cover a potential shortfall during the following years. The Gala Dinner provided much needed funding to continue providing services and expansion.

For the year ended 31 July 2018, the charity received total income of £881,995 (2017: £1,203,491) and incurred expenditure of £1,047,648 (2017: £928,748). The deficit in the year is primarily due to planned increase in clinical activities and services, the trustees anticipating higher income in year 2018/19.

### Reserves policy

The charity has a commitment to provide services for bereaved families for an average of two years, based upon the history of families staying with the programme for an average of one year. In order to ensure that sufficient funds are available to carry out this objective and other charitable activities, Grief Encounter estimates the need for six months' worth of funding in reserve, to execute existing and relevant programmes. The necessary level of reserves for the 2018/19 financial year and beyond, is set at £500,000.

### Risk assessment

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

### Structure, governance and management

This is an unincorporated fundraising charity, set up under a trust deed, to provide bereavement support for children and young people, raise public awareness of bereavement issues, support key personnel through education and training programmes, generate growth in services where none exists and raise funds in order to facilitate the above.

Mr R Fogelman served as Chief Executive officer during the year and Mr H Gittelmon served as the Chair of Trustees. The trustees who served during the year and up to the date of signature of the financial statements were:

H Gittelmon (Chair)

S Gilbert

B Myers

J Englander

P Walters

Mr G Sacks

L Matthey

J Burchell

(Resigned 10 November 2017)

R Thakrar

(Resigned 31 May 2018)

### Method of recruitment and appointment of trustees

The management of the charity and the group is the responsibility of the Trustees who are appointed by resolution of the existing trustee body.

### Plan for future

We continue to develop innovative resources, techniques and a fresh child focused approach to supporting young people and their families through the trauma of bereavement. The charity aims to expand services beyond its current locations (of London and surrounds, Essex and Bristol) thereby helping as many bereaved children and families as possible, we know the demand for our services is everywhere! There are plans for additional satellite services and a helpline for areas of the country we are unable to reach.

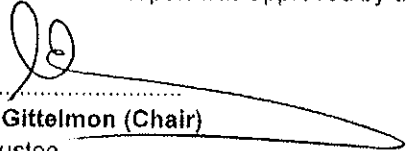
We still maintain our strong position in the bereavement field alongside much larger, more established charities. Our running costs are approximately half of the equivalent of larger services, yet we provide more direct and ongoing contact than any other service.

# GRIEF ENCOUNTER PROJECT

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 JULY 2018

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The trustees' report was approved by the Board of Trustees.



.....  
H Gittelmon (Chair)

Trustee

Dated: 26-04-19

# GRIEF ENCOUNTER PROJECT

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF GRIEF ENCOUNTER PROJECT

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I report to the trustees on my examination of the financial statements of Grief Encounter Project (the charity) for the year ended 31 July 2018.

#### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Philippe Herszaft ACA

843 Finchley Road  
London  
NW11 8NA

Dated: 22.08.2019

# GRIEF ENCOUNTER PROJECT

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 JULY 2018

		Unrestricted funds 2018 £	Restricted funds 2018 £	Total 2018 £	Unrestricted funds 2017 £	Restricted funds 2017 £	Total 2017 £
	Notes						
<b><u>Income from:</u></b>							
Donations and legacies	3	184,866	294,678	479,544	169,456	92,700	262,156
Charitable activities	4	10,950	-	10,950	8,383	-	8,383
Fundraising	5	355,202	32,150	387,352	923,196	5,000	928,196
Investments	6	4,149	-	4,149	4,756	-	4,756
<b>Total income</b>		<b>555,167</b>	<b>326,828</b>	<b>881,995</b>	<b>1,105,791</b>	<b>97,700</b>	<b>1,203,491</b>
<b><u>Expenditure on:</u></b>							
Raising funds	7	185,755	-	185,755	303,944	-	303,944
Charitable activities	8	683,884	178,009	861,893	594,039	30,765	624,804
<b>Total resources expended</b>		<b>869,639</b>	<b>178,009</b>	<b>1,047,648</b>	<b>897,983</b>	<b>30,765</b>	<b>928,748</b>
<b>Net (expenditure)/income for the year/</b>							
<b>Net movement in funds</b>		<b>(314,472)</b>	<b>148,819</b>	<b>(165,653)</b>	<b>207,808</b>	<b>66,935</b>	<b>274,743</b>
Fund balances at 1 August 2017		865,016	112,591	977,607	657,209	45,656	702,865
<b>Fund balances at 31 July 2018</b>		<b>550,544</b>	<b>261,410</b>	<b>811,954</b>	<b>865,017</b>	<b>112,591</b>	<b>977,608</b>

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

All income and expenditure derive from continuing activities.



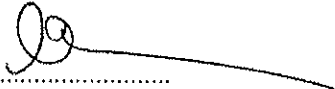
# GRIEF ENCOUNTER PROJECT

## BALANCE SHEET

AS AT 31 JULY 2018

	Notes	2018 £	£	2017 £	£
<b>Fixed assets</b>					
Tangible assets	12		746		1,792
Investments	13		2		2
			<u>748</u>		<u>1,794</u>
<b>Current assets</b>					
Stocks	15	6,950		6,600	
Debtors	16	42,237		95,637	
Investments	17	307,758		303,834	
Cash at bank and in hand		533,200		613,007	
		<u>890,145</u>		<u>1,019,078</u>	
<b>Creditors: amounts falling due within one year</b>	18	(78,939)		(43,264)	
Net current assets			811,206		975,814
<b>Total assets less current liabilities</b>			<u>811,954</u>		<u>977,608</u>
<b>Income funds</b>					
Restricted funds	20	261,410		112,591	
Unrestricted funds		550,544		865,017	
		<u>811,954</u>		<u>977,608</u>	

The financial statements were approved by the Trustees on 26-04-19

  
 H Gittelmon (Chair)  
 Trustee

# GRIEF ENCOUNTER PROJECT

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 JULY 2018**

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### **1 Accounting policies**

#### **Charity information**

The Grief Encounter Project is an unincorporated fundraising charity, set up under a trust deed. The registered office is 17 East End Road, London N3 3QE.

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

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

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### **1.2 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### **1.3 Incoming resources**

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.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

# GRIEF ENCOUNTER PROJECT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 JULY 2018**

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### **1 Accounting policies**

**(Continued)**

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

#### **1.4 Resources expended**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

All expenditure is inclusive of irrecoverable VAT.

#### **1.5 Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and equipment	25% straight line
Computers	25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

#### **1.6 Fixed asset investments**

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

A subsidiary is an entity controlled by the charity. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

#### **1.7 Impairment of fixed assets**

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Intangible assets with indefinite useful lives and intangible assets not yet available for use are tested for impairment annually, and whenever there is an indication that the asset may be impaired.

# GRIEF ENCOUNTER PROJECT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2018

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### 1 Accounting policies

(Continued)

#### 1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

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

##### **Basic financial assets**

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

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

# GRIEF ENCOUNTER PROJECT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2018

### 2 Critical accounting estimates and judgements

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

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

### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2018 £	2018 £	2018 £	2017 £	2017 £	2017 £
Donations and gifts	138,266	37,000	175,266	169,456	6,000	175,456
Grants	46,600	257,678	304,278	-	86,700	86,700
	<u>184,866</u>	<u>294,678</u>	<u>479,544</u>	<u>169,456</u>	<u>92,700</u>	<u>262,156</u>

### 4 Charitable activities

	2018 £	2017 £
Sales within charitable activities	<u>10,950</u>	<u>8,383</u>

#### Charitable trading income

Sales within charitable activities

For the year ended 31 July 2017

	2017 £
Sales within charitable activities	<u>8,383</u>
Analysis by fund	
Unrestricted funds	<u>8,383</u>

#### Charitable trading income

Sales within charitable activities

# GRIEF ENCOUNTER PROJECT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2018

### 5 Other trading activities - Fundraising

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2018 £	2018 £	2018 £	2017 £	2017 £	2017 £
Comedy Night	182,271	-	182,271	-	-	-
Charity Runs and Sporting Challenges	98,968	-	98,968	179,980	-	179,980
Shopping Day & Ladies Lunch Events	39,669	-	39,669	923,196	-	-
Raise Your Hands	12,000	-	12,000	-	-	-
Golf Day	12,683	-	12,683	49,155	-	49,155
Gala Dinner	465	-	465	759,037	-	759,037
Fundraising - others	9,146	32,150	41,296	25,417	5,000	30,417
	<u>355,202</u>	<u>32,150</u>	<u>387,352</u>	<u>923,196</u>	<u>5,000</u>	<u>928,196</u>
Other trading activities - Fundraising						

### 6 Investments

	Unrestricted funds	Unrestricted funds
	2018 £	2017 £
Bank interest	<u>4,149</u>	<u>4,756</u>

### 7 Raising funds

	Unrestricted funds	Unrestricted funds
	2018 £	2017 £
<u>Fundraising and publicity</u>		
Other fundraising costs	57,959	186,471
Staff costs	127,796	117,473
	<u>185,755</u>	<u>303,944</u>
Fundraising and publicity	<u>185,755</u>	<u>303,944</u>

# GRIEF ENCOUNTER PROJECT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2018

### 8 Charitable activities

	Premises expenses	Workshops, counsellors	Printing postage	IT costs	Other costs	Wag
	£	£	£	£	£	£
Staff costs	-	-	-	-	-	-
Premises rental	51,649	-	-	-	-	-
Premises expenses	2,230	-	-	-	-	-
Insurance	2,440	-	-	-	-	-
Workshops & counsellors	-	323,039	-	-	-	-
Printing, postage	-	-	5,980	-	-	-
Book design	-	-	3,404	-	-	-
Advertising & resource information	-	-	16,898	-	-	-
Computer running costs	-	-	-	15,492	-	-
Travelling expenses	-	-	-	-	1,086	-
Sundry expenses	-	-	-	-	19,747	-
Depreciation	-	-	-	-	-	-
	<u>56,319</u>	<u>323,039</u>	<u>26,282</u>	<u>15,492</u>	<u>20,833</u>	
Share of support costs (see note 9)	6,064	32,475	-	2,354	10,248	
Share of governance costs (see note 9)	-	4,800	-	-	-	
	<u>162,077</u>	<u>305,619</u>	<u>26,282</u>	<u>17,846</u>	<u>31,081</u>	
<b>Analysis by fund</b>						
Unrestricted funds	62,383	213,024	26,282	17,846	13,982	
Restricted funds	-	160,910	-	-	17,099	
	<u>162,077</u>	<u>305,619</u>	<u>26,282</u>	<u>17,846</u>	<u>31,081</u>	

# GRIEF ENCOUNTER PROJECT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2018

### 8 Charitable activities

For the year ended 31 July 2017

	Premises expenses	Workshops, counsellors	Printing postage	IT costs	Othe
	£	£	£	£	£
Staff costs	-	-	-	-	-
Premises rental	29,995	-	-	-	-
Premises expenses	4,234	-	-	-	-
Insurance	2,855	-	-	-	-
Workshops & counsellors	-	220,333	-	-	-
Printing, postage	-	-	5,284	-	-
Book design	-	-	1,832	-	-
Advertising & resource information	-	-	933	-	-
Computer running costs	-	-	-	2,765	-
Travelling expenses	-	-	-	-	-
Sundry expenses	-	-	-	-	-
Depreciation	-	-	-	-	-
	37,084	220,333	8,049	2,765	
Share of support costs (see note 9)	6,213	340	-	2,006	
Share of governance costs (see note 9)	-	10,000	-	-	
	43,297	230,673	8,049	4,771	
<b>Analysis by fund</b>					
Unrestricted funds	43,297	220,353	8,049	4,771	
Restricted funds	-	10,320	-	-	
	43,297	230,673	8,049	4,771	



# GRIEF ENCOUNTER PROJECT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2018

### 9 Support costs

	Support costs	Governance costs	2018	Support costs	Governance costs	2017
	£	£	£	£	£	£
Office support and administration	2,498	-	2,498	10,947	-	10,947
Electricity and gas	1,583	-	1,583	1,601	-	1,601
Telephone and internet	2,354	-	2,354	2,006	-	2,006
Cleaning	4,481	-	4,481	4,612	-	4,612
Professional fees	32,474	-	32,474	340	-	340
Wages and salaries	57,903	-	57,903	66,752	-	66,752
National insurance	4,065	-	4,065	5,319	-	5,319
Bank charges	7,750	-	7,750	-	-	-
Audit and accountancy fees	-	4,800	4,800	-	10,000	10,000
	<u>113,108</u>	<u>4,800</u>	<u>117,908</u>	<u>91,577</u>	<u>10,000</u>	<u>101,577</u>
Analysed between Charitable activities	<u>113,108</u>	<u>4,800</u>	<u>117,908</u>	<u>91,577</u>	<u>10,000</u>	<u>101,577</u>

Governance costs includes payments of independent examiners fees of £4,800 and (2017- £10,000) for audit fees.

### 10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

# GRIEF ENCOUNTER PROJECT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2018

### 11 Employees

#### Number of employees

The average monthly number of employees during the year was:

	2018 Number	2017 Number
Admin	6	5
Clinical/Fundraising	13	16
	<u>19</u>	<u>21</u>

#### Employment costs

	2018 £	2017 £
Wages and salaries	453,975	394,437
Social security costs	33,684	31,685
Other pension costs	3,537	800
	<u>491,196</u>	<u>426,922</u>

The key management personnel comprises of the Chief Executive Officer and Clinical manager. The total staff cost for key management personnel for the year was £135,000 (2017: £133,423).

The number of employees whose annual remuneration was £60,000 or more were:

	2018 Number	2017 Number
£70,000 - £80,000	-	1
£80,000 - £90,000	1	-
	<u>1</u>	<u>-</u>

# GRIEF ENCOUNTER PROJECT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2018

### 12 Tangible fixed assets

	Plant and equipment £	Computers £	Total £
<b>Cost</b>			
At 1 August 2017	3,930	12,664	16,594
At 31 July 2018	3,930	12,664	16,594
<b>Depreciation and impairment</b>			
At 1 August 2017	4,976	10,872	15,848
At 31 July 2018	4,976	10,872	15,848
<b>Carrying amount</b>			
At 31 July 2018	(1,046)	1,792	746
At 31 July 2017	-	1,792	1,792

### 13 Fixed asset investments

	Other investments
<b>Cost or valuation</b>	
At 1 August 2017 & 31 July 2018	2
<b>Carrying amount</b>	
At 31 July 2018	2
At 31 July 2017	2

	Notes	2018 £	2017 £
Other investments comprise:			
Investments in subsidiaries	23	2	2

### 14 Financial instruments

	2018 £	2017 £
<b>Carrying amount of financial assets</b>		
Debt instruments measured at amortised cost	42,237	94,376
Instruments measured at fair value through profit or loss	307,758	303,834
<b>Carrying amount of financial liabilities</b>		
Measured at amortised cost	14,034	28,021

# GRIEF ENCOUNTER PROJECT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2018

<b>15</b>	<b>Stocks</b>		<b>2018</b>	<b>2017</b>
			£	£
	Finished goods and goods for resale		6,950	6,600
<b>16</b>	<b>Debtors</b>		<b>2018</b>	<b>2017</b>
			£	£
	<b>Amounts falling due within one year:</b>			
	Trade debtors		14,625	-
	Amounts owed by fellow group undertakings		2,653	12,294
	Other debtors		24,959	82,082
	Prepayments and accrued income		-	1,261
			42,237	95,637
<b>17</b>	<b>Current asset investments</b>		<b>2018</b>	<b>2017</b>
			£	£
	Unlisted investments		307,758	303,834
<b>18</b>	<b>Creditors: amounts falling due within one year</b>		<b>2018</b>	<b>2017</b>
		<b>Notes</b>	£	£
	Other taxation and social security		12,030	10,493
	Deferred income	<b>19</b>	52,875	4,750
	Trade creditors		2,165	7,708
	Amounts owed to associate undertakings		7,015	337
	Other creditors		-	5,776
	Accruals and deferred income		4,854	14,200
			78,939	43,264
<b>19</b>	<b>Deferred income</b>		<b>2018</b>	<b>2017</b>
			£	£
	Other deferred income		52,875	4,750

# GRIEF ENCOUNTER PROJECT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2018

### 20 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			
	Balance at 1 August 2017	Incoming resources	Resources expended	Balance at 31 July 2018
	£	£	£	£
Clinical Services Fund	-	2,500	(2,500)	-
Big Give (1-1 counselling in London)	40,000	31,314	(31,314)	40,000
Grenfell Tower Fund	4,580	119,236	(60,361)	63,455
Fun day	-	465	(465)	-
Good Grief Group	29,100	-	(14,541)	14,559
Grief Relief Kits	19,435	10,000	(10,000)	19,435
Workshops	-	31,685	(19,685)	12,000
Residential Camps	-	8,678	(8,522)	156
GE Helpline	-	85,950	(5,693)	80,257
Other Restricted Fund	19,476	37,000	(24,928)	31,548
	<u>112,591</u>	<u>326,828</u>	<u>(178,009)</u>	<u>261,410</u>

### 21 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2018	2018	2018	2017	2017	2017
	£	£	£	£	£	£
Fund balances at 31 July 2018 are represented by:						
Tangible assets	746	-	746	1,792	-	1,792
Investments	2	-	2	2	-	2
Current assets/ (liabilities)	554,129	257,077	811,206	863,223	112,591	975,814
	<u>554,877</u>	<u>257,077</u>	<u>811,954</u>	<u>865,017</u>	<u>112,591</u>	<u>977,608</u>

### 22 Related party transactions

There were no disclosable related party transactions during the year (2017 - none).

# GRIEF ENCOUNTER PROJECT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2018

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### 23 Subsidiaries

Details of the charity's subsidiaries at 31 July 2018 are as follows:

Name of undertaking	Registered office	Nature of business	Class of shares held	% Held	
				Direct	Indirect
Good Grief Training Limited	England & wales	Training company	Ordinary	100.00	

The aggregate capital and reserves and the result for the year of subsidiaries excluded from consolidation was as follows:

Name of undertaking	Profit/(Loss)	Capital and Reserves
	£	£
Good Grief Training Limited	-	2

The Rainbow Centre for Children, a charitable company limited by guarantee, is a subsidiary of Grief Encounter Project. Grief Encounter Project is a sole member of the company. At the year end the company net income was £20,935, the restricted fund amounted to £1,524 and unrestricted fund amounted to £428,363.