

OCD ACTION

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2019

BAGINSKY COHEN

CHARTERED ACCOUNTANTS

CONTENTS

| | Page |
|---|----------------|
| Reference and administrative details of the charity, its trustees and advisers | 1 |
| Trustees' report | 2 - 6 |
| Independent auditors' report | 7 - 9 |
| Statement of financial activities | 10 |
| Balance sheet | 11 |
| Statement of cash flows | 12 |
| Notes to the financial statements | 13 - 20 |

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2019**

Trustees

PIERS WATSON, Chair
CHRIS BROTHERTON, Trustee
PROFESSOR DAVID VEALE, Trustee
JOEL ROSE, Trustee
JULIET DEARDEN, Treasurer (appointed 8 January 2019)
KATH HOWELL, Trustee
MEGAN PENNELL, Trustee (resigned 8 January 2019)

Registered Charity number

1154202

Principal office

DAVINA HOUSE, ROOMS 506-507, 137-149 GOSWELL ROAD, LONDON, EC1V 7ET

Independent auditors

BAGINSKY COHEN, 930 HIGH ROAD, LONDON, N12 9RT

Bankers

HSBC, 2 CRAVEN ROAD, PADDINGTON, LONDON, W2 3PY

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2019

The Trustees of OCD Action present their annual report, together with the audited financial statements, for 1 April 2018 to 31 March 2019.

1. OBJECTIVES AND ACTIVITIES

OCD Action's Strategic Plan for 2018/21 details four overarching priorities for the three-year period:

1. Raising awareness of OCD.
2. Directly supporting people affected by OCD.
3. Improving services for people with OCD.
4. Strengthening the Charity.

2. ACHIEVEMENTS AND PERFORMANCE

Overview

This financial year we have provided one to one support and high-quality information to over 4000 people affected by OCD. Our support and mentoring to 75 facilitators of groups run to support people affected by OCD has enabled the growth and development of these vital independent local groups and in turn allowed 100s more people to receive the peer support they so desperately need. We have facilitated online forums designed specifically to support people affected by OCD, including one for young people. These online spaces have allowed thousands of people to seek support and share experiences, when they may otherwise be left isolated and alone.

1. Raising Awareness of OCD

In 2018/19, we continued to work with local and national news outlets, production companies, and scriptwriters to ensure that information given about OCD in the media would be accurate, sensitive and insightful. Furthermore, our awareness training started to gain some real traction with large organisations engaging with us and our messages, including the London Metropolitan Police. Our training ensured this key group know how to spot the signs of OCD and signpost to relevant support services, should they encounter someone with the condition.

2. Directly supporting people affected by OCD

Website

Our website is an active hub, offering peer support, information, and acting as the gateway to our services. The website received over 1.5 million hits, and the OCD Action Forum, which reached 28,900 registered users, remained as busy as ever, providing peer support to thousands of people affected by OCD. Next financial year we will be redeveloping our website to ensure it remains accessible and user friendly.

Helpline

The Helpline's highly trained and experienced staff and volunteers provide support and information on: OCD and related conditions; treatment and how to access it; people's rights under the Equality Act; and the Charity's other services. In 2018/19, the Helpline provided support and information to over 800 people by phone, and over 3,000 people by email.

The Helpline also continued to provide bespoke support through the Next Steps service, which aims to help people going through Cognitive Behavioural Therapy (CBT). The Charity recognises that progressing through CBT is a challenging time for people, so the Next Steps service pairs individuals undertaking CBT with volunteers who support and encourage them through the process. The service also allows service users to recognise early on if they are not receiving appropriate treatment, so that they can take prompt action towards rectifying this.

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2019

Advocacy Service

Our advocacy service works in partnership with people affected by OCD by representing their interests, to help them say what they want and obtain the services they need. In 2018/19, OCD Action provided one-to-one advocacy support to 124 individuals with OCD who had a specific issue due to their mental health condition. As in previous years, around two thirds of the cases involved providing support to those struggling to access treatment for their OCD, although the service did also witness a significant rise in the number of employment issues during this period.

With input from service users and OCD Action members, the Self-Advocacy Toolkit (which provides essential information and resources to those seeking to access treatment) was expanded this year to include accessible information and resources on the individual's rights under the Equality Act 2010.

National Support Groups Network

Support groups are a vital resource offering peer support to 100s of people every year. The groups can help reduce isolation, provide compassion and understanding as well as a space to share ideas and experiences.

OCD Action's 'Even Better Together' (EBT) project provides support, guidance and help to the facilitators of local, independent support groups across the UK, as well as running a range of Skype/Phone support groups. The local support groups, and the Skype/Phone groups, are for those affected by OCD or a related condition.

During 2018/19, the EBT project continued to provide support and mentoring to 75 local support groups, and also helped with the opening of a carers' support group in Morecambe and a BDD support group in Inverness. Our Skype/Phone groups also grew in number, reaching 24 monthly sessions, and with four new groups opening, including an 'OCD & Depression' group and a 'Pure O' group. The significant growth we have achieved this year has meant many more people have received the support they needed.

Youth Service and Youth e-Helpline

The OCD Youth Service is run by young people for young people, ensuring the services we provide are meeting the needs of our service users. The Youth e-Helpline continues to provide a unique support, listening and information service to young people with OCD and their families, and there are now close to 2,000 young people seeking peer support via the OCD Youth Forums.

The OCD Youth Service also provides a unique opportunity for people 25 and under to meet other young people affected by OCD. These events allow the young people to connect, share their experience in a safe environment and to have fun. The events had a hugely positive impact on the young people with 100% of attendees reporting that they would attend another youth event in the future.

3. Improving Services for people with OCD

The Charity's efforts to improve statutory services for people with OCD continued this year through links we have made with the All-Party Parliamentary Group (APPG) on Mental Health. We met with the Chair (Johnny Mercer MP) and representatives of the Secretariat to promote awareness of the Charity and the work of the Advocacy Service. Additionally, we have been asked to contribute to the APPG's plan to focus on OCD as one of its key topics this year, and plan to carry out further joint work in the future.

4. Strengthening the Charity

To ensure OCD Action continues to have a strong trustee and staff team in place, the Charity began the process of recruiting additional trustees this year. Successful funding bids also enabled the organisation to recruit two additional part-time staff in 2018/19. The recruitment of a Helpline Assistant and a Volunteer Coordinator will enable the Charity to develop our delivery capacity in 2019/20.

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2019

FINANCIAL REVIEW

a. FUNDRAISING / INCOME GENERATION

During 2018/19 the Charity's total fundraising income rose by £149,336 to £472,438. This rise represents a significant increase in our unrestricted income from Trusts and two legacies. We aim to maintain our fundraising income at similar levels for 2019/20.

b. RESERVES

The Charity increased its unrestricted reserves during the year from £41,585 on the 31st March 2018 to £165,380 on the 31st March 2019. The Charity's immediate aim is for its reserves to be maintained at this level until the 31st March 2020. The longer-term aim is for our unrestricted reserves to reach and be maintained at a level that equates to between six and nine months of normal unrestricted expenditure, in order to provide the required stability for the current environment in which we operate.

c. GOING CONCERN

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, the Trustees continue to adopt the going concern basis in preparing the financial statements. Further details of the adoption of the going concern basis can be found in the Accounting Policies.

STRUCTURE, GOVERNANCE AND MANAGEMENT

a. CONSTITUTION

OCD Action is a Charitable Incorporated Organisation (CIO) whose objects, as set out in its Constitution, are the advancement of health and relief and prevention of sickness and suffering among people affected by Obsessive Compulsive Disorder and related disorders.

b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES

The following is a brief and simplified summary of the principal provisions of the CIO's constitution that deal with the method of appointment or election of trustees:

1. There must be at least six trustees, and the maximum number is twelve.
2. At every Annual General Meeting (AGM) of the Members* of the CIO, one-third of the Trustees shall retire from office.
3. The vacancies arising may be filled by the decision of the Members at the AGM.
4. Any vacancies not filled at the AGM may be filled by the Members, who may at any time decide to appoint a new trustee, or by the Trustees, who may also decide to appoint a new trustee at any time.
5. A person appointed as a trustee by the Members shall retire by rotation in accordance with the one third retirement rule summarized in point 2 above.
6. A person appointed as a trustee by the Trustees shall hold office until the next AGM after the date of his or her appointment, when he/she shall cease to hold office as a trustee unless appointed as a trustee by the Members.

* Membership of the CIO is open to anyone who is interested in furthering its purposes, and who, by applying for membership, has indicated his, her or its agreement to become a member and acceptance of the duty of members set out in its Constitution.

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2019

c. ORGANISATIONAL STRUCTURE AND DECISION MAKING

The affairs of the CIO are managed by the Trustees, who are required to exercise their powers to further the objects of the CIO. Staff are recruited to manage the day to day operations of the CIO and deliver services, in accordance with the strategy, policy and plans adopted by the Trustees.

d. PAY POLICY FOR SENIOR STAFF

From April to November 2018, OCD Action employed 9 staff, (5.9 full-time equivalent). From December 2018 to March 2019, the Charity employed 12 staff (7.7 full-time equivalent). No member of staff was paid a full-time equivalent salary of more than £40k a year.

e. RELATED PARTY RELATIONSHIPS

OCD Action works closely with a number of NHS organisations providing specialist treatment for people with OCD. One of the Trustees, Professor David Veale, is a clinician working in the NHS and in private practice.

f. RISK MANAGEMENT

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to its operations and finances. The Trustees are satisfied that systems and procedures are in place to mitigate the Charity's exposure to the major risks.

ACKNOWLEDGEMENTS AND APPRECIATION

The Trustees would like to thank the charitable trusts, organisations and individuals on whose generous financial support it relies, as the Charity does not receive any government funding. The Trustees would also like to thank its dedicated and committed team of volunteers, who help to ensure that the Charity can provide life changing support and information to people affected by OCD.

TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees 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).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity 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 judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Charity's Constitution. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2019

This report was approved by the Trustees, on 23 January 2020 and signed on their behalf by:

piers watson

Piers Watson (Jan 23, 2020, 4:40pm)

PIERS WATSON
TRUSTEE, OCD ACTION

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF OCD ACTION

OPINION

We have audited the financial statements of OCD Action (the 'charity') for the year ended 31 March 2019 set out on pages 10 to 20. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

The financial statements have been prepared in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards 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 been withdrawn.

This has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2019 and of its incoming resources and application of resources 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 Charities Act 2011.

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 Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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 charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

OTHER INFORMATION

The Trustees are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Auditors' report thereon. Our opinion on the financial statements does not cover the other information and 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

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF OCD ACTION

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.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the Trustees' responsibilities statement, the Trustees are responsible for the preparation of financial statements which 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

AUDITORS' 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 Auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditors' report.

USE OF OUR REPORT

This report is made solely to the Charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the Charity's Trustees those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and its Trustees, as a body, for our audit work, for this report, or for the opinions we have formed.

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF OCD ACTION

Baginsky Cohen

Jerry Michael (Jan 23, 2020, 4:43pm)

BAGINSKY COHEN

CHARTERED ACCOUNTANTS

930 HIGH ROAD

LONDON

N12 9RT

23 January 2020

BAGINSKY COHEN are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2019**

| | Note | Unrestricted funds 2019 £ | Restricted funds 2019 £ | Total funds 2019 £ | Total funds 2018 £ |
|--|------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| INCOME FROM: | | | | | |
| Donations and legacies | 2 | 288,689 | 183,749 | 472,438 | 323,102 |
| Other income | | 130 | - | 130 | 36 |
| TOTAL INCOME | | 288,819 | 183,749 | 472,568 | 323,138 |
| EXPENDITURE ON: | | | | | |
| Raising funds | | 48,179 | - | 48,179 | 47,410 |
| Charitable activities | 4 | 116,849 | 165,954 | 282,803 | 253,722 |
| TOTAL EXPENDITURE | | 165,028 | 165,954 | 330,982 | 301,132 |
| NET INCOME BEFORE TRANSFERS | | 123,791 | 17,795 | 141,586 | 22,006 |
| Transfers between Funds | | 4 | (4) | - | - |
| NET INCOME BEFORE OTHER RECOGNISED GAINS AND LOSSES | | 123,795 | 17,791 | 141,586 | 22,006 |
| NET MOVEMENT IN FUNDS | | 123,795 | 17,791 | 141,586 | 22,006 |
| RECONCILIATION OF FUNDS: | | | | | |
| Total funds brought forward | | 41,585 | 12,247 | 53,832 | 31,826 |
| TOTAL FUNDS CARRIED FORWARD | | 165,380 | 30,038 | 195,418 | 53,832 |

The notes on pages 13 to 20 form part of these financial statements.

**BALANCE SHEET
AS AT 31 MARCH 2019**

| | | 2019 | | 2018 | |
|---|------|-----------------|----------------|-----------------|---------------|
| | Note | £ | £ | £ | £ |
| CURRENT ASSETS | | | | | |
| Debtors | 8 | 94,752 | | 22,696 | |
| Cash at bank and in hand | | 112,456 | | 68,494 | |
| | | <u>207,208</u> | | <u>91,190</u> | |
| CREDITORS: amounts falling due within one year | | | | | |
| | 9 | <u>(11,790)</u> | | <u>(37,358)</u> | |
| NET CURRENT ASSETS | | | <u>195,418</u> | | <u>53,832</u> |
| NET ASSETS | | | <u>195,418</u> | | <u>53,832</u> |
| CHARITY FUNDS | | | | | |
| Restricted funds | | | 30,038 | | 12,247 |
| Unrestricted funds | | | 165,380 | | 41,585 |
| TOTAL FUNDS | | | <u>195,418</u> | | <u>53,832</u> |

The financial statements were approved by the Trustees on 23 January 2020 and signed on their behalf, by:

PIERS WATSON
CHAIR, OCD ACTION

piers watson
Piers Watson (Jan 23, 2020, 4:40pm)

The notes on pages 13 to 20 form part of these financial statements.

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2019**

| | Note | 2019 £ | 2018 £ |
|--|------|-----------|-----------|
| Cash flows from operating activities | | | |
| Net cash provided by operating activities | 13 | 43,962 | 46,513 |
| Change in cash and cash equivalents in the year | | 43,962 | 46,513 |
| Cash and cash equivalents brought forward | | 68,494 | 21,981 |
| Cash and cash equivalents carried forward | 14 | 112,456 | 68,494 |

The notes on pages 13 to 20 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

1. ACCOUNTING POLICIES

1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared to give a 'true and fair' view and 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 Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

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

OCD Action constitutes a public benefit entity as defined by FRS 102.

1.2 INCOME

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.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

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

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

1. ACCOUNTING POLICIES (continued)

1.3 EXPENDITURE

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. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

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

Charitable activities and Governance costs are costs incurred on the charity's educational operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

1.4 TANGIBLE FIXED ASSETS AND DEPRECIATION

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

| | | |
|--------------------------|---|----------------------|
| IT and database software | - | 25% reducing balance |
|--------------------------|---|----------------------|

1.5 INTEREST RECEIVABLE

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

1.6 DEBTORS

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

1.7 CASH AT BANK AND IN HAND

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

1. ACCOUNTING POLICIES (continued)

1.8 LIABILITIES AND PROVISIONS

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.9 FINANCIAL INSTRUMENTS

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

1.10 FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

2. INCOME FROM DONATIONS AND LEGACIES

| | Unrestricted funds 2019 £ | Restricted funds 2019 £ | Total funds 2019 £ | Total funds 2018 £ |
|------------------------------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Donations | 275,625 | 182,029 | 457,654 | 317,479 |
| Similar incoming resources | 13,064 | 1,720 | 14,784 | 5,623 |
| | <hr/> | <hr/> | <hr/> | <hr/> |
| Total donations and legacies | 288,689 | 183,749 | 472,438 | 323,102 |
| | <hr/> | <hr/> | <hr/> | <hr/> |
| Total 2018 | 169,645 | 153,457 | 323,102 | |
| | <hr/> | <hr/> | <hr/> | |

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

3. INCOME FROM DONATIONS AND LEGACIES

| | Unrestricted funds 2019 £ | Restricted funds 2019 £ | Total funds 2019 £ | Total funds 2018 £ |
|----------------------------|---------------------------------|-------------------------------|--------------------------|--------------------------|
| Membership fees | 5,397 | - | 5,397 | 5,630 |
| Donations from individuals | 18,042 | - | 18,042 | 15,876 |
| Trust income | 102,500 | 175,469 | 277,969 | 216,979 |
| Conference income | - | - | - | 6,834 |
| Fundraising events | 40,537 | 6,560 | 47,097 | 29,569 |
| Legacy & Bequests | 89,149 | - | 89,149 | 1,000 |
| Gift aid and other | 13,065 | 1,720 | 14,785 | 6,214 |
| Major Donations | 20,000 | - | 20,000 | 41,000 |
| Total | 288,690 | 183,749 | 472,439 | 323,102 |

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

4. DIRECT COSTS

| | Fundraising expenses £ | Governance £ | Charitable Activities £ | Total 2019 £ | Total 2018 £ |
|-----------------------------------|------------------------------|-----------------|-------------------------------|--------------------|--------------------|
| Accountancy fees | - | 3,420 | - | 3,420 | 3,420 |
| Fundraising costs | 48,179 | - | - | 48,179 | 42,979 |
| Volunteer expenses | - | - | 3,758 | 3,758 | 3,998 |
| Repairs and renewals | - | - | 298 | 298 | 181 |
| IT costs | - | - | 14,848 | 14,848 | 11,751 |
| OCD Conference | - | - | - | - | 6,670 |
| Recruitment | - | - | 2,239 | 2,239 | - |
| Travelling expenses | - | - | 5,876 | 5,876 | 3,775 |
| Office costs | - | - | 4,321 | 4,321 | 4,716 |
| Telephone costs | - | - | 6,444 | 6,444 | 5,815 |
| Printing, postage & stationery | - | - | 9,751 | 9,751 | 8,781 |
| Publicity & Awareness | - | - | 11,861 | 11,861 | 4,709 |
| Staff training | - | - | 1,860 | 1,860 | 3,010 |
| Insurances | - | - | 1,322 | 1,322 | 1,196 |
| Sundry | - | - | 251 | 251 | 56 |
| Outsourced services | - | - | 4,145 | 4,145 | 4,523 |
| Rent and rates | - | - | 26,382 | 26,382 | 25,352 |
| Professional fees | - | - | 2,895 | 2,895 | 12,837 |
| Depreciation | - | - | - | - | 511 |
| Wages and salaries | - | 5,331 | 165,396 | 170,727 | 148,058 |
| National insurance | - | - | 10,080 | 10,080 | 8,106 |
| Pension cost | - | - | 2,325 | 2,325 | 688 |
| | <u>48,179</u> | <u>8,751</u> | <u>274,052</u> | <u>330,982</u> | <u>301,132</u> |
| Total 2018 | <u>42,979</u> | <u>8,401</u> | <u>249,752</u> | <u>301,132</u> | |

5. GOVERNANCE COSTS

| | Unrestricted funds 2019 £ | Restricted funds 2019 £ | Total funds 2019 £ | Total funds 2018 £ |
|---|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Auditors' remuneration | 3,420 | - | 3,420 | 3,420 |
| Allocation of Senior Staff's salary towards governance costs | 5,331 | - | 5,331 | 4,981 |
| | <u>8,751</u> | <u>-</u> | <u>8,751</u> | <u>8,401</u> |

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

6. NET INCOME/(EXPENDITURE)

This is stated after charging:

| | 2019 £ | 2018 £ |
|--|--------------|------------|
| Depreciation of tangible fixed assets: - owned by the charity | - | 511 |
| Pension costs | 2,325 | 688 |
| | <u>2,325</u> | <u>688</u> |

During the year, no Trustees received any remuneration (2018 - £NIL).

During the year, no Trustees received any benefits in kind (2018 - £NIL).

During the year, Trustees received £0 (2018 - £NIL) reimbursement of expenses.

During the year retirement benefits were accruing to 11 Trustees (2018 - 11) in respect of defined benefit pension schemes.

7. AUDITORS' REMUNERATION

The Auditor's remuneration amounts to an Audit fee of £3,420 (2018 - £3,420).

8. DEBTORS

| | 2019 £ | 2018 £ |
|--------------------------------|---------------|---------------|
| Prepayments and accrued income | 94,752 | 22,696 |
| | <u>94,752</u> | <u>22,696</u> |

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2019 £ | 2018 £ |
|------------------------------|---------------|---------------|
| Trade creditors | 8,045 | 8,938 |
| Accruals and deferred income | 3,745 | 28,420 |
| | <u>11,790</u> | <u>37,358</u> |

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

10. SUMMARY OF FUNDS - CURRENT YEAR

| | Balance at 1 April 2018 As restated £ | Income £ | Expenditure £ | Transfers in/out £ | Balance at 31 March 2019 £ |
|------------------|--|----------------|------------------|--------------------------|----------------------------------|
| General funds | 41,585 | 288,819 | (165,028) | 4 | 165,380 |
| Restricted funds | 12,247 | 183,749 | (165,954) | (4) | 30,038 |
| | <u>53,832</u> | <u>472,568</u> | <u>(330,982)</u> | <u>-</u> | <u>195,418</u> |

11. SUMMARY OF RESTRICTED FUND MOVEMENTS

| | Brought Forward £ | Incoming Resources £ | Resources Expended £ | Transfers in/out £ | Carried Forward £ |
|---|-------------------------|----------------------------|----------------------------|-----------------------|-------------------------|
| Big Lottery Fund, Reaching Communities (1) | 42 | 61,502 | 61,365 | - | 179 |
| Big Lottery Fund, Reaching Communities (2) | 313 | 50,717 | 51,026 | (4) | - |
| St James's Place Foundation (3) | 4,786 | - | 240 | - | 4,546 |
| The Tudor Trust (4) | 7,106 | 32,000 | 31,556 | - | 7,550 |
| David Goldstone Helpline Sponsorship (5) | - | 1,151 | 1,151 | - | - |
| David Goldstone Film Sponsorship (6) | - | 7,129 | 6,707 | - | 422 |
| National Lottery Awards for All (7) | - | 9,900 | 3,766 | - | 6,134 |
| The Henry Smith Charity (8) | - | 20,350 | 9,888 | - | 10,462 |
| Jill Franklin Trust (9) | - | 1,000 | 255 | - | 745 |
| Total | <u>12,247</u> | <u>183,749</u> | <u>165,954</u> | <u>(4)</u> | <u>30,038</u> |

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

12. RESTRICTED FUNDS ANALYSIS

1. Big Lottery Fund, Reaching Communities - towards the Advocacy for OCD project
2. Big Lottery Fund, Reaching Communities - towards the Even Better Together project
3. St James's Place Foundation - towards the OCD Youth project
4. The Tudor Trust - towards the OCD Youth project
5. David Goldstone Helpline Sponsorship - towards the OCD Action Helpline
6. David Goldstone Film Sponsorship - towards the production of an OCD Action film
7. National Lottery Awards for All - towards the Get Involved project
8. The Henry Smith Charity - towards the Step Forward project
9. Jill Franklin Trust - towards groups in the North East

13. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

| | 2019 £ | 2018 £ |
|--|---------------|---------------|
| Net income for the year (as per Statement of Financial Activities) | 141,586 | 22,006 |
| Adjustment for: | | |
| Depreciation charges | - | 511 |
| Increase in debtors | (72,056) | (696) |
| (Decrease)/increase in creditors | (25,568) | 24,692 |
| Net cash provided by operating activities | <u>43,962</u> | <u>46,513</u> |

14. ANALYSIS OF CASH AND CASH EQUIVALENTS

| | 2019 £ | 2018 £ |
|--------------|----------------|---------------|
| Cash in hand | 112,456 | 68,494 |
| Total | <u>112,456</u> | <u>68,494</u> |