

# SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LIMITED

England & Wales · Charity number 1050124

## Details

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**Status** Registered

**Legal form** Charitable company

**Company number** [02956667](#)

**Registered** 1995-10-24

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Merle Boddy Centre  
Station Yard  
Swaffham  
PE37 7JE

**Phone** 01760 724527

**Email** [office@sdmha.org.uk](mailto:office@sdmha.org.uk)

**Website** [www.sdmha.org.uk](http://www.sdmha.org.uk)

## Activities

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**Objects:** (1) TO PROTECT AND PRESERVE HEALTH AND TO RELIEVE THE MENTALLY ILL IN PARTICULAR BY PROVIDING AND ASSISTING IN THE PROVISION OF CENTRES AND DAY CENTRES FOR THEIR TREATMENT WHICH MAY INCLUDE FACILITIES FOR MEDICAL ATTENDANCE ,NURSING, FOOD, MEDICINE AND APPLIANCES OF A SURGICAL OR MEDICAL CHARACTER NECESSARY OR SUITABLE FOR THE TREATMENT AND CARE OF RESIDENTS AND PATIENTS.(11) TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS.

**Activities:** Provision of day care for people with mental health problems, including independent living.

## Classification

- **How:** Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives, Disability
- **Who:** People With Disabilities

## Geography

- **Area of benefit:** SWAFFHAM, NORFOLK
- Norfolk

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	-	-	-	-
2024-03-31	£126,608	£177,952	-	-
2023-03-31	£124,712	£116,606	-	-
2022-03-31	£134,058	£121,626	-	-
2021-03-31	£113,166	£110,102	-	-
2020-03-31	£125,047	£108,618	-	-

## Trustees

Name	Role	Appointed
GRAPES JULIE	Chair	2022-09-01
Dr RICHARD MUSSON		
Tom Brown		2026-05-14

**SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**

England & Wales - Charity number 1050124

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# Accounts

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**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED  
DIRECTORS' REPORT AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

## Swaffham & District Mental Health Association Limited Contents

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**Swaffham & District Mental Health Association Limited**  
**Company Information**  
**For The Year Ended 31 March 2024**

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<b>Directors</b>	Mrs Julie Grapes Doctor Richard Musson
<b>Company Number</b>	02956667
<b>Registered Office</b>	Merle Boddy Center Station Yard Swaffham Norfolk PE37 7JE
<b>Accountants</b>	Affinity Associates (EA) Ltd Accountants and Statutory Auditors 24 Norwich Street Dereham Norfolk NR19 1BX

**Swaffham & District Mental Health Association Limited**  
**Company No. 02956667**  
**Directors' Report For The Year Ended 31 March 2024**

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The directors present their report and the financial statements for the year ended 31 March 2024.

**Directors**

The directors who held office during the year were as follows:

Mr John Zielinski      Resigned 02/05/2024  
Mrs Julie Grapes  
Doctor Richard Musson

**Statement of Directors' Responsibilities**

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing the financial statements the directors are required to:

- select suitable accounting policies and then apply them consistently;
- 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 company will continue in business.

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

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**Small Company Rules**

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

On behalf of the board



Mrs Julie Grapes

Director

6 January 2025

**Swaffham & District Mental Health Association Limited**  
**Accountants' Report**  
**For The Year Ended 31 March 2024**

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**Report to the directors on the preparation of the unaudited statutory accounts of Swaffham & District Mental Health Association Limited for the year ended 31 March 2024**

To assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Swaffham & District Mental Health Association Limited which comprise the Income and Expenditure Account, the Balance Sheet and the related notes, from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at <http://www.accaglobal.com/en/member/professional-standards/rules-standards/acca-rulebook.html>.

This report is made to the directors of Swaffham & District Mental Health Association Limited, as a body, in accordance with the terms of our engagement letter dated . Our work has been undertaken solely to prepare for your approval the accounts of Swaffham & District Mental Health Association Limited and state those matters that we have agreed to state to the directors of Swaffham & District Mental Health Association Limited, as a body, in this report in accordance with the Association of Chartered Certified Accountants as detailed at [http://www.accaglobal.com/content/dam/ACCA\\_Global/Technical/fact/technical-factsheet-163.pdf](http://www.accaglobal.com/content/dam/ACCA_Global/Technical/fact/technical-factsheet-163.pdf). To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Swaffham & District Mental Health Association Limited and its directors as a body for our work or for this report.

It is your duty to ensure that Swaffham & District Mental Health Association Limited has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit or loss of Swaffham & District Mental Health Association Limited. You consider that Swaffham & District Mental Health Association Limited is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of Swaffham & District Mental Health Association Limited. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

Signed

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Affinity Associates (EA) Ltd

6 January 2025

Affinity Associates (EA) Ltd  
Accountants and Statutory Auditors  
24 Norwich Street  
Dereham  
Norfolk  
NR19 1BX

**Swaffham & District Mental Health Association Limited**  
**Income and Expenditure Account**  
**For The Year Ended 31 March 2024**

	Notes	2024 £	2023 £
<b>TURNOVER</b>		126,608	124,724
Cost of sales		(177,952)	(116,618)
<b>GROSS (DEFICIT)/SURPLUS</b>		(51,344)	8,106
Other operating income		129,793	-
<b>OPERATING SURPLUS</b>		78,449	8,106
Interest payable and similar charges		(12)	-
<b>SURPLUS FOR THE FINANCIAL YEAR</b>		78,437	8,106

The notes on pages 6 to 7 form part of these financial statements.

**Swaffham & District Mental Health Association Limited**  
**Balance Sheet**  
**As At 31 March 2024**

	Notes	2024		2023	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible Assets	4		22,069		23,376
			22,069		23,376
<b>CURRENT ASSETS</b>					
Debtors	5	4,972		3,032	
Cash at bank and in hand		72,283		117,035	
		77,255		120,067	
<b>Creditors: Amounts Falling Due Within One Year</b>	6	(12,781)		(5,644)	
<b>NET CURRENT ASSETS (LIABILITIES)</b>			64,474		114,423
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			86,543		137,799
<b>PROVISIONS FOR LIABILITIES</b>					
Deferred Taxation			-		(129,693)
<b>NET ASSETS</b>			86,543		8,106
Income and Expenditure Account			86,543		8,106
<b>MEMBERS' FUNDS</b>			86,543		8,106

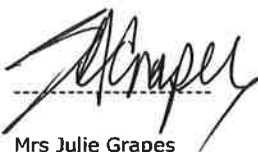
For the year ending 31 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

On behalf of the board



Mrs Julie Grapes

Director



Doctor Richard Musson

Director

6 January 2025

The notes on pages 6 to 7 form part of these financial statements.

**Swaffham & District Mental Health Association Limited**  
**Notes to the Financial Statements**  
**For The Year Ended 31 March 2024**

**1. General Information**

Swaffham & District Mental Health Association Limited is a private company, limited by guarantee, incorporated in England & Wales, registered number 02956667. The registered office is Merle Boddy Center, Station Yard, Swaffham, Norfolk, PE37 7JE.

**2. Accounting Policies**

**2.1. Basis of Preparation of Financial Statements**

The financial statements have been prepared under the historical cost convention and in accordance with Financial Reporting Standard 102 section 1A Small Entities "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

**2.2. Turnover**

Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue earned from the sale of goods and from the rendering of services. Turnover is reduced for estimated customer returns, rebates and other similar allowances.

**Sale of goods**

Turnover from the sale of goods is recognised when the significant risks and rewards of ownership of the goods has transferred to the buyer. This is usually at the point that the customer has signed for the delivery of the goods.

**Rendering of services**

Turnover from the rendering of services is recognised by reference to the stage of completion of the contract. The stage of completion of a contract is measured by comparing the costs incurred for work performed to date to the total estimated contract costs. Turnover is only recognised to the extent of recoverable expenses when the outcome of a contract cannot be estimated reliably.

**2.3. Tangible Fixed Assets and Depreciation**

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

Leasehold	4 % SLM
Plant & Machinery	33% SLM
Fixtures & Fittings	33% SLM
Computer Equipment	33% SLM

**3. Average Number of Employees**

Average number of employees, including directors, during the year was: 6 (2023: )

**4. Tangible Assets**

	<b>Land &amp; Property</b>				
	<b>Leasehold</b>	<b>Plant &amp; Machinery</b>	<b>Fixtures &amp; Fittings</b>	<b>Computer Equipment</b>	<b>Total</b>
	£	£	£	£	£
<b>Cost</b>					
As at 1 April 2023	30,528	2,395	8,379	2,708	44,010
As at 31 March 2024	30,528	2,395	8,379	2,708	44,010
<b>Depreciation</b>					
As at 1 April 2023	7,326	2,395	8,205	2,708	20,634
Provided during the period	1,221	-	86	-	1,307
As at 31 March 2024	8,547	2,395	8,291	2,708	21,941
<b>Net Book Value</b>					
As at 31 March 2024	21,981	-	88	-	22,069
As at 1 April 2023	23,202	-	174	-	23,376

**Swaffham & District Mental Health Association Limited**  
**Notes to the Financial Statements (continued)**  
**For The Year Ended 31 March 2024**

**5. Debtors**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>Due within one year</b>		
Trade debtors	2,125	2,125
Other debtors	2,847	907
	<b>4,972</b>	<b>3,032</b>
	<b>4,972</b>	<b>3,032</b>

**6. Creditors: Amounts Falling Due Within One Year**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Other creditors	3,780	4,166
Taxation and social security	9,001	1,478
	<b>12,781</b>	<b>5,644</b>
	<b>12,781</b>	<b>5,644</b>

**7. Company limited by guarantee**

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

**Swaffham & District Mental Health Association Limited**  
**Detailed Income and Expenditure Account**  
**For The Year Ended 31 March 2024**

	2024		2023	
	£	£	£	£
<b>TURNOVER</b>				
UF Donations and gifts		120,037		110,186
UF Other donations and legacies		5,586		14,334
UF Other interest receivable operating		985		179
UF Fundraising events		-		25
		126,608		124,724
<b>COST OF SALES</b>				
UF Light and heat	4,580		7,294	
UF General rates	1,209		679	
UF Cleaning and waste disposal	452		122	
UF Wages and salaries (use database for trustees)	113,413		73,776	
UF Employers NI	3,741		-	
UF Staff pension costs defined contribution	1,793		1,127	
UF Staff training	1,902		804	
UF Donation expense	216		216	
UF Motor running expense	556		50	
UF Accountancy fees	2,998		3,926	
UF Software costs	4,966		8,742	
UF Repairs and renewals	3,859		320	
UF Insurance and licenses	1,371		1,988	
UF Advertising	-		140	
UF Telephone	604		570	
UF Computer running cost	2,048		-	
UF Card machine charges	95		-	
UF Equipment rental	1,238		920	
UF Printing, postage and stationery	124		319	
UF Rent	6,961		5,983	
UF Office/General administrative expenses	497		77	
UF Subscriptions	1,450		216	
UF Legal and professional	12,518		645	
UF Sundry expense	-		13	
UF Depreciation	1,307		1,513	
UF Material other expenditure - user defined	10,054		7,166	
UF Gain or loss on sale of tangible assets	-		12	
		(177,952)		(116,618)
<b>GROSS (DEFICIT)/SURPLUS</b>		(51,344)		8,106
<b>Other Operating Income</b>				
Other income - contributing to other operating Income	100		-	
Write back historical provisions	129,693		-	
		129,793		-
<b>OPERATING SURPLUS</b>		78,449		8,106

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**Swaffham & District Mental Health Association Limited**  
**Detailed Income and Expenditure Account (continued)**  
**For The Year Ended 31 March 2024**

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**Interest payable and similar charges**

Interest on overdue taxation

12

-

(12)

-

**SURPLUS FOR THE FINANCIAL YEAR**

78,437

8,106

**SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**

England & Wales - Charity number 1050124

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# Accounts

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Charity registration number 1050124

**SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LTD**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2023**

# SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LTD

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Directors</b>	Ms J A Grapes Dr R Musson Mr J A Zielinski
<b>Charity number</b>	1050124
<b>Company number</b>	02956667
<b>Principal address</b>	The Merle Boddy Centre Station Yard Swaffham Norfolk PE37 7JE
<b>Accountant</b>	Affinity Associates (EA) Limited 24e Norwich Street Dereham England NR19 1BX

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# SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LTD

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# SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LTD

## ANNUAL REPORT REPORT

### FOR THE YEAR ENDED 31 MARCH 2023

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The present their annual report and financial statements for the year ended 31 March 2023.

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 '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)" (effective 1 January 2019).

#### Objectives and activities

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

#### Achievements and performance

##### Financial review

It is the policy of the that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the 's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

##### Structure, governance and management

The company is a charitable company limited by guarantee, and was set by a Charity Commission Scheme, and is a register charity number 1050124.

The who served during the year and up to the date of signature of the financial statements were:

Ms J A Grapes

Dr R Musson

Mr J A Zielinski

[Details of method of recruitment and appointment of trustees.]

None of the has any beneficial interest in the company. All of the are members of the company and guarantee to contribute £1 in the event of a winding up.

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:


- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

Trade creditors of the company at the year end were equivalent to day's purchases, based on the average daily amount invoiced by suppliers during the year.

[Details of organisational structure.]

The Annual Report report was approved by the Board of .

  
Ms J A Grapes

  
Dr R Musson

Date: 7/7/24

11/1/24

# SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LTD

## STATEMENT OF ANNUAL REPORT RESPONSIBILITIES

### *FOR THE YEAR ENDED 31 MARCH 2023*

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The are responsible for preparing the Annual Report 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 and Wales requires the to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the and of the incoming resources and application of resources of the for that year.

In preparing these financial statements, the are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the 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 trust deed. They are also responsible for safeguarding the assets of the and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LTD

## INDEPENDENT AUDITOR'S REPORT

### TO THE OF SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LTD

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#### Opinion

We have audited the financial statements of Swaffham and District Mental Health Association Ltd (the "Company") for the year ended 31 March 2023 which comprise the statement of financial activities, the balance sheet and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2023 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;
- 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 *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the Company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Annual Report use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Company with respect to going concern are described in the relevant sections of this report.

#### Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Company is responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### Matters on which we are required to report by exception

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

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

**SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LTD**

**INDEPENDENT AUDITOR'S REPORT (CONTINUED)**

**TO THE OF SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LTD**

**Responsibilities of**

As explained more fully in the statement of Annual Report responsibilities, the are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the 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 are responsible for assessing the '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 either intend to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

**Other matters**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with "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) 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.

This has been done in order for the financial statements to provide a true and fair view in accordance with current Generally Accepted Accounting Practice.

**Use of our report**

This report is made solely to the company's members, as a body, in accordance with section 391 of the Companies Act 2014. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

*Affinity Associates (EA) Ltd*

Affinity Associates (EA) Limited

*11/1/2024*

ACCA Accountants

24e Norwich Street  
Dereham  
England  
NR19 1BX

# SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LTD

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted Unrestricted	
		funds 2023 £	funds 2022 £
<b>Income from:</b>			
Donations and legacies	3	124,520	119,545
Charitable activities	4	-	14,508
Other trading activities	5	25	-
Investments	6	179	5
<b>Total income</b>		<u>124,724</u>	<u>134,058</u>
<b>Expenditure on:</b>			
Raising funds	7	140	1,828
Charitable activities	8	109,300	112,940
Material other expenditure		7,166	6,861
<b>Total expenditure</b>		<u>116,606</u>	<u>121,629</u>
Net gains/(losses) on investments	10	(12)	-
<b>Net income for the year/ Net movement in funds</b>		8,106	12,429
Fund balances at 1 April 2022		-	-
<b>Fund balances at 31 March 2023</b>		<u>8,106</u>	<u>12,429</u>

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

All income and expenditure derive from continuing activities.

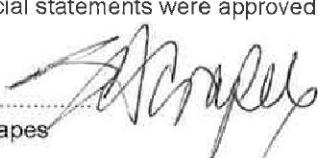
# SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LTD

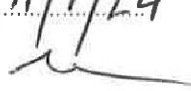
## BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023		2022	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12		23,377		24,696
<b>Current assets</b>					
Debtors	13	3,031		1,188	
Cash at bank and in hand		117,035		109,100	
		<u>120,066</u>		<u>110,288</u>	
<b>Creditors: amounts falling due within one year</b>	14	<u>(5,644)</u>		<u>(5,291)</u>	
Net current assets			114,422		104,997
<b>Total assets less current liabilities</b>			137,799		129,693
<b>Provisions for liabilities</b>			(129,693)		(117,264)
<b>Net assets</b>			<u>8,106</u>		<u>12,429</u>
<b>Income funds</b>					
Unrestricted funds			8,106		12,429
			<u>8,106</u>		<u>12,429</u>

The financial statements were approved by the on 11/1/24

  
Ms J A Grapes  
Trustee

  
Dr R Musson  
Trustee

# SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LTD

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2023

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#### 1 Accounting policies

##### 1.1 Accounting convention

The financial statements have been prepared in accordance with the 's [governing document], the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). The is a Public Benefit Entity as defined by FRS 102.

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 . 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 Going concern

At the time of approving the financial statements, the have a reasonable expectation that the has adequate resources to continue in operational existence for the foreseeable future. Thus the continue to adopt the going concern basis of accounting in preparing the financial statements.

##### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the in furtherance of their charitable objectives.

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.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the .

##### 1.4 Income

Income is recognised when the is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the 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.

Legacies are recognised on receipt or otherwise if the 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.

##### 1.5 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 are allocated on the portion of the asset's use.

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# SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 1 Accounting policies (Continued)

#### 1.6 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:

Leasehold land and buildings	4 % SLM
Plant and equipment	33% SLM
Fixtures and fittings	33% SLM
Computers	33% SLM

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 the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the 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).

#### 1.8 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.

#### 1.9 Financial instruments

The 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 's balance sheet when the 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.

# SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 1 Accounting policies

(Continued)

#### *Derecognition of financial liabilities*

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

#### 1.10 Provisions

Provisions are recognised when the has a legal or constructive present obligation as a result of a past event, it is probable that the will be required to settle that obligation and a reliable estimate can be made of the amount of the obligation.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at the reporting end date, taking into account the risks and uncertainties surrounding the obligation. Where the effect of the time value of money is material, the amount expected to be required to settle the obligation is recognised at present value. When a provision is measured at present value, the unwinding of the discount is recognised as a finance cost in net income/(expenditure) in the period in which it arises.

#### 1.11 Employee benefits

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

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

#### 1.12 Retirement benefits

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

### 2 Critical accounting estimates and judgements

In the application of the 's accounting policies, the are 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 Unrestricted	
	funds	funds
	2023	2022
	£	£
Donations and gifts	110,186	110,167
General grants	-	9,378
Other Donations and legacies	14,334	-
	<u>124,520</u>	<u>119,545</u>

# SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 4 Charitable activities

	Charitable Income Heading 1 2022 £	Charitable Income Heading 2 2022 £	Total 2022 £
Services provided under contract	-	657	657
Charitable rental income	5,475	-	5,475
Other income	8,376	-	8,376
	<u>13,851</u>	<u>657</u>	<u>14,508</u>

### 5 Other trading activities

	Unrestricted funds 2023 £	Total 2022 £
Fundraising events	<u>25</u>	<u>-</u>

### 6 Investments

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Interest receivable	<u>179</u>	<u>5</u>

### 7 Raising funds

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
<u>Fundraising and publicity</u>		
Advertising	<u>140</u>	<u>1,828</u>
	140	1,828

# SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

### 7 Raising funds (Continued)

### 8 Charitable activities

	Charitable Expenditure Heading 1	Charitable Expenditure Heading 1
	2023	2022
	£	£
Staff costs	74,903	85,252
Depreciation and impairment	1,513	3,054
Accountancy fees	3,924	2,539
Equipment rental	920	861
Cleaning	122	-
General rates	679	2,024
Light and heat	7,294	6,216
Insurance and licenses	1,988	2,362
Office/General administrative expenses	79	1,324
Telephone	570	839
Printing, postage and stationery	319	154
Rent	5,983	5,495
Repairs and renewals	320	1,440
Staff training	804	431
Donation expense	216	324
Motor running expense	50	400
Sundry expense	9,616	225
	<u>109,300</u>	<u>112,940</u>
	<u>109,300</u>	<u>112,940</u>

### 9 Employees

The average monthly number of employees during the year was:

2023	2022
Number	Number
7	7
<u>7</u>	<u>7</u>

# SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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9 Employees	(Continued)	
Employment costs	2023	2022
	£	£
Wages and salaries	73,776	84,096
Other pension costs	1,127	1,156
	<u>74,903</u>	<u>85,252</u>

There were no employees whose annual remuneration was more than £60,000.

10 Net gains/(losses) on investments	Unrestricted	Total
	funds	
	2023	2022
	£	£
Gain/(loss) on sale of investments	<u>(12)</u>	<u>-</u>

### 11 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

# SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 12 Tangible fixed assets

	Leasehold land and buildings	Plant and equipment	Fixtures and fittings	Computers	Total
	£	£	£	£	£
<b>Cost</b>					
At 1 April 2022	30,528	2,395	8,119	2,806	43,848
Additions	-	-	260	-	260
Disposals	-	-	-	(98)	(98)
At 31 March 2023	30,528	2,395	8,379	2,708	44,010
<b>Depreciation and impairment</b>					
At 1 April 2022	6,105	2,395	7,914	2,738	19,152
Depreciation charged in the year	1,221	-	290	1	1,512
Eliminated in respect of disposals	-	-	-	(31)	(31)
At 31 March 2023	7,326	2,395	8,204	2,708	20,633
<b>Carrying amount</b>					
At 31 March 2023	23,202	-	175	-	23,377
At 31 March 2022	24,423	-	205	68	24,696

### 13 Debtors

	2023 £	2022 £
<b>Amounts falling due within one year:</b>		
Trade debtors	2,124	1,188
Other debtors	907	-
	3,031	1,188

### 14 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	1,478	2,490
Other creditors	699	534
Accruals and deferred income	3,467	2,267
	5,644	5,291

# SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

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15	Cash generated from operations	2023	2022
		£	£
	Surplus for the year	8,106	12,429
	Adjustments for:		
	Investment income recognised in statement of financial activities	(179)	(5)
	Loss on disposal of investments	12	-
	Depreciation and impairment of tangible fixed assets	1,513	3,054
	Movements in working capital:		
	(Increase) in debtors	(1,843)	(1,188)
	Increase in creditors	353	5,291
	(Decrease) in provisions	12,429	117,264
	<b>Cash generated from operations</b>	<u>20,391</u>	<u>136,845</u>

**SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**

England & Wales - Charity number 1050124

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# Accounts

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**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**

**(A company limited by guarantee)**

**UNAUDITED**

**EXECUTIVE COMMITTEE'S REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2022**

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

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Statement of financial activities	6
Balance sheet	7
Notes to the financial statements	8 -19

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**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
**(A company limited by guarantee)**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND  
ADVISERS**

**FOR THE YEAR ENDED 31 March 2022**

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The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2022.

**Reference and administrative details**

**Registered charity name** Swaffham & District Mental Health Association Limited

**Charity registration number** 1050124

**Company registration number** 02956667

**Principal office and registered office** Merle Boddy Centre  
Station Yard  
Swaffham  
Norfolk  
PE37 7JE

**Executive Committee** Dr R Musson  
Mr I W Pilcher  
Mrs S J Pilcher  
Mr S M Sole

**Company secretary** Mrs S J Pilcher

**Directors** Mr D C Morris  
Mr S M Sole  
Mrs S J Pilcher  
Dr R Musson

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**EXECUTIVE COMMITTEE'S REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2022**

The Executive Committee present their annual report together with the financial statements of the company Swaffham & District Mental Health Association Limited for the period 1 April 2021 to 31 March 2022. The Executive Committee confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), 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) as amended by Update Bulletin 1 (effective 1 January 2015).

Since the company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

**OBJECTIVES AND ACTIVITIES**

**a. POLICIES AND OBJECTIVES**

In setting objectives and planning for activities, the Executive Committee has given due consideration to general guidance published by the charity commission relating to public benefit.

The principal objective of the company during the year was to protect and preserve health and to relieve the mentally ill in particular by providing and assisting in the provision of day services.

There have been no changes in the objectives since the last annual report.

**b. STRATEGIES FOR ACHIEVING OBJECTIVES**

The company has been set up to give friendship and support to all suffering from mental illness, to provide information to those who would like to help in this work, to stimulate interest in mental health and to study local needs and consider ways of filling any gaps in the service, and to cooperate with all local organisations engaged in mental health work.

Our members are consulted to establish their needs and wants. We will continue to develop our service in line with both their and our objectives.

**ACHIEVEMENTS AND PERFORMANCE**

**a. REVIEW OF ACTIVITIES**

The Day Centre continues to be open five days per week and, although our numbers are not as high as we would wish, we continue to offer a valuable service to those who do come to us.

At present, we have 7 members of staff, all of whose efforts are greatly appreciated by the Executive Committee and the clients at the Centre.

Essential changes for provision of individual services, due to Covid specifications, included the procurement of individual serving tables for each client at their own chair.

As has been happening for a number of years, the Centre Manager gives talks about the work of the Centre to organisations in the town and surrounding areas, in order to make as many people as possible aware of the service we offer.

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
**(A company limited by guarantee)**

**EXECUTIVE COMMITTEE'S REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

We are grateful for the support and encouragement which we receive from organisations, groups and individuals in the town. Without their help, we would not be able to continue.

The Executive Committee would like to thank the staff for their efforts, dedication and continued support in maintaining the high standard of service that the Centre offers.

**FINANCIAL REVIEW**

**a. GOING CONCERN**

After making the appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

**b. RESERVES POLICY**

The Executive Committee are conscious of the need to maintain unrestricted reserves, sufficient to meet planned and unforeseen fluctuations in income and expenditure for the foreseeable future. The policy is to maintain a level of resources that is equivalent to at least six months of the annual expenditure or which, on cessation, would cover all anticipated liabilities, including redundancy payments to staff.

Free reserves (unrestricted not represented by tangible fixed assets) now equate to £89,610, which represents approximately nine to ten months of total expenditure.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**a. CONSTITUTION**

The company is a charitable company limited by guarantee, and was set up by a Charity Commission Scheme, and is a registered charity number 1050124.

**PLANS FOR FUTURE PERIODS**

**a. FUTURE DEVELOPMENTS**

There are no plans at present for future developments.

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
**(A company limited by guarantee)**

**EXECUTIVE COMMITTEE'S REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**EXECUTIVE COMMITTEES' RESPONSIBILITIES STATEMENT**


The Executive Committee (who are also directors of Swaffham and District Mental Health Association Limited for the purposes of company law) are responsible for preparing the Executive Committee's report and the financial statements in accordance with applicable law and Company law requires the Executive Committee to prepare financial statements for each financial year. Under company law, the Executive Committee must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company, and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the Executive Committee are required to:

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

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

This report was approved by the Executive Committee on 9 August 2022, and signed for on their behalf by:

.....  
  
Mrs S Pijcher

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
**(A company limited by guarantee)**

**INDEPENDENT EXAMINER'S REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**INDEPENDENT EXAMINER'S REPORT TO THE EXECUTIVE COMMITTEE OF SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED (the 'company')**

I report to the charity Executive Committee on my examination of the accounts of the company for the year ended 31 March 2022.

This report is made solely to the company's Executive Committee, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's Executive Committee those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Executive Committee as a body, for my work or for this report.

**RESPONSIBILITIES AND BASIS OF REPORT**

As the Executive Committee of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination, I have followed the directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**INDEPENDENT EXAMINER'S STATEMENT**

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

- 1) accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2) the accounts do not accord with those records; or
- 3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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 accounts to be reached.

Signed:  .....

Dated: 9 August 2022

Gavin Minns FCA

**CLENSHAW MINNS**  
Chartered Accountants

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME & EXPENDITURE  
ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022**

	Note	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
<b>INCOME FROM:</b>					
Donations and legacies	2	-	13,851	13,851	37,857
Charitable activities	3	-	119,545	119,545	75,290
Other trading activities	4	-	657	657	-
Investments	5	-	5	5	19
		-----	-----	-----	-----
<b>TOTAL INCOME</b>		-	134,058	134,058	113,166
		-----	-----	-----	-----
<b>EXPENDITURE ON:</b>					
Charitable activities	6,7,8	-	121,626	121,629	110,102
		-----	-----	-----	-----
<b>TOTAL EXPENDITURE</b>	9	-	121,626	121,629	110,102
		-----	-----	-----	-----
<b>NET EXPENDITURE BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>		-	12,432	12,429	3,064
<b>NET MOVEMENT IN FUNDS</b>		-	12,432	12,429	3,064
<b>RECONCILIATION OF FUNDS:</b>					
Total funds brought forward		-	117,261	117,261	114,197
		-----	-----	-----	-----
<b>MOVEMENT OF FUNDS B/FWD</b>				-	
<b>TOTAL FUNDS CARRIED FORWARD</b>		-	129,693	129,693	117,261
		-----	-----	-----	-----

The notes on pages 8 to 19 form part of these financial statements.

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 02956667**

**BALANCE SHEET**  
**AS AT 31 MARCH 2022**


	Note	£	2022 £	£	2021 £
<b>FIXED ASSETS</b>					
Tangible assets	12		24,696		27,651
<b>CURRENT ASSETS</b>					
Debtors	13	1,188		1,315	
Cash at bank and in hand		109,100		93,189	
		110,288		94,504	
<b>CREDITORS:</b> amounts falling due within one year	14		(5,291)		(4,894)
			104,997		89,610
<b>NET CURRENT ASSETS</b>			104,997		89,610
<b>NET ASSETS</b>			129,693		117,261
<b>CHARITY FUNDS</b>					
Restricted funds	15		-		-
Unrestricted funds	15		129,693		117,261
			129,693		117,261
<b>TOTAL FUNDS</b>			129,693		117,261

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Executive Committee consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Executive Committee acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements were approved and authorised for issue by the Executive Committee on 9 August 2022 and signed on their behalf, by;

.....   
**Mrs S Pilcher**

The notes on pages 8 to 19 form part of these financial statements.

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**1. ACCOUNTING POLICIES**

**1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

The financial statements have been prepared in accordance with 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) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Swaffham & District Mental Health Association Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value, unless otherwise stated in the relevant accounting policy.

**1.2 COMPANY STATUS**

The company is a private company limited by guarantee and incorporated in England and Wales. The members of the company are the Executive Committee named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

**1.3 FUND ACCOUNTING**

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

Designated funds comprise unrestricted funds that have been set aside by the Executive Committee for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company 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.

**1.4 INCOME**

All income is recognised once the company has entitlement to the income, it is probable that the income will be received, and the amount of income receivable can be measured reliably.

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**1. ACCOUNTING POLICIES (continued)**

**1.5 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.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

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

**1.6 TANGIBLE FIXED ASSETS AND DEPRICATION**

All assets costing more than £500 are capitalised.

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 incorporating income and expenditure account.

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:

L/Term Leasehold Property	-	4% straight line
Plant & Machinery	-	33% straight line
Fixtures & Fittings	-	33% straight line
Office Equipment	-	33% straight line

**1.7 OPERATING LEASES**

Rentals under operating leases are charged to the statement of financial activities incorporating income and expenditure account on a straight line basis over the lease term.

**1.8 PENSIONS**

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

**1.9 FINANCIAL INSTRUMENTS**

The company 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.

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**2. INCOME FROM DONATIONS & LEGACIES**

	<b>Restricted funds 2022</b>	<b>Unrestricted funds 2022</b>	<b>Total funds 2022</b>	<i>Total funds 2021</i>
	£	£	£	£
Donations	-	8,376	8,376	8,351
Grants	-	5,475	5,475	29,506
	<hr/>	<hr/>	<hr/>	<hr/>
Total	-	13,851	13,851	37,857
	<hr/>	<hr/>	<hr/>	<hr/>

**3. INCOME FROM CHARITABLE ACTIVITIES**

	<b>Restricted funds 2022</b>	<b>Unrestricted funds 2022</b>	<b>Total funds 2022</b>	<i>Total funds 2021</i>
	£	£	£	£
Norfolk County Council	-	67,326	67,326	56,230
Members' contribution – dinner fund	-	9,378	9,378	3,686
Day care charges – private	-	42,841	42,841	15,374
	<hr/>	<hr/>	<hr/>	<hr/>
Total	-	119,545	119,545	75,290
	<hr/>	<hr/>	<hr/>	<hr/>

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**4. FUNDRAISING INCOME**

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Christmas dance, bingo raffle, etc.	-	657	657	-
Other income	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total</i>	-	657	657	3,577
	<hr/>	<hr/>	<hr/>	<hr/>

**5. INVESTMENT INCOME**

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Interest receivable	-	5	5	19
	<hr/>	<hr/>	<hr/>	<hr/>

**6. DIRECT COSTS**

	<b>Total 2022 £</b>	<i>Total 2021 £</i>
Marketing, selling and promotion	2,152	1,064
Administrative expenses	4,264	1,923
Establishment	17,502	13,287
Food purchases	6,861	2,695
Wages and salaries	84,096	84,241
Pension cost	1,156	1,224
Depreciation	3,054	3,022
	<hr/>	<hr/>
	<b>119,088</b>	<i>107,456</i>

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**7. SUPPORT COSTS**

	<b>Total 2022</b>	<i>Total 2021</i>
	£	£
Professional fees	-	-
	<hr/>	<hr/>

**8. GOVERNANCE COSTS**

	<b>Restricted funds 2022</b>	<b>Unrestricted funds 2022</b>	<b>Total funds 2022</b>	<i>Total funds 2021</i>
	£	£	£	£
Accountancy fees	-	2,540	2,540	2,646
	<hr/>	<hr/>	<hr/>	<hr/>

**9. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE**

	<b>Staff costs 2022</b>	<b>Depreciation 2022</b>	<b>Other costs 2022</b>	<b>Total 2022</b>	<i>Total 2021</i>
	£	£	£	£	£
Protect, preserve health and relieve the mentally ill	85,252	3,054	30,780	119,086	107,456
Expenditure on governance	-	-	2,540	2,540	2,646
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>85,252</b>	<b>3,054</b>	<b>33,322</b>	<b>121,626</b>	<b>110,102</b>
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**10. NET INCOME (EXPENDITURE)**

This is stated after charging:

	<b>Total 2022</b>	<i>Total 2021</i>
	£	£
Depreciation of tangible fixed assets:		
- owned by the charity	3,054	3,022
Operating lease payments	5,600	3,877
	_____	_____

During the year, no Executive Committee received any remuneration (2021 – £NIL).

During the year, no Executive Committee received any benefits in kind (2021 – £NIL).

During the year, no Executive Committee received any reimbursement of expenses (2021 – £NIL).

**11. STAFF COSTS**

Staff costs were as follows:

Wages and salaries	84,094	84,241
Other pension costs	1,156	1,224
	_____	_____
	85,250	85,465
	_____	_____

The average number of persons employed by the company during the year was as follows:

	<b>No.</b>	<i>No.</i>
Charity staff	7	7

No employee received remuneration amounting to more than £60,000 in either year.

The key management personnel of the charity received employee benefits (including employer pension contributions) of £23,447 (2021 - £20,701) in the year.

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**12. TANGIBLE FIXED ASSETS**

	L/Term Leasehold Property £	Plant & Machinery £	Fixtures & Fittings £	Office Equipment £	Total £
<b>COST</b>					
At 1 April 2021	30,527	2,395	8,119	2,709	43,750
Additions	-	-		97	97
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At March 2022	30,527	2,395	8,119	2,806	43,847
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>DEPRECIATION</b>					
At 1 April 2021	4,884	2,395	6,114	2,706	16,099
Charge for the year	1,220	-	1,800	32	3,052
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2022	6,104	2,395	7,914	2,738	19,151
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>NET BOOK VALUE</b>					
At 31 March 2022	24,423	-	205	68	24,696
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<i>At 31 March 2021</i>	<i>25,643</i>	<i>-</i>	<i>2,005</i>	<i>3</i>	<i>30,062</i>
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

**13. DEBTORS**

	<b>2022</b> £	<b>2021</b> £
Trade debtors	1,188	1,315
	<hr/>	<hr/>
	1,188	1,315
	<hr/>	<hr/>

SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED  
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022

14. CREDITOR: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	-	423
Other creditors	3,024	2,551
Accruals	2,267	1,920
	<hr/>	<hr/>
	5,291	4,894
	<hr/>	<hr/>

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**15. STATEMENT OF FUNDS**

**STATEMENT OF FUNDS – CURRENT YEAR**

	Balance at 1 April 2021 £	Income £	Expenditure £	Balance at 31 March 2022 £
<b>UNRESTRICTED FUNDS</b>				
General funds	117,261	134,058	(121,626)	129,693
<b>RESTRICTED FUNDS</b>				
Development fund	-	-	-	-
Norfolk Community Furniture fund	-	-	-	-
Tesco Groundwork	-	-	-	-
	-	-	-	-
Total of funds	117,261	134,058	(121,626)	129,693

**STATEMENT OF FUNDS – PRIOR YEAR**

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
<b>UNRESTRICTED FUNDS</b>				
General funds	113,310	113,166	(109,215)	117,261
<b>RESTRICTED FUNDS</b>				
Development fund	387	-	(387)	-
Norfolk Community Furniture fund	500	-	(500)	-
	887	-	(887)	-
Total of funds	114,197	113,166	(110,102)	117,261

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

The **Development fund** was created with a grant from the Wayland Show of £750 to be applied to improving communications and publicity to help the Association adapt to forthcoming development.

The **Norfolk Community Furniture** fund has been used for the refurbishment of existing chairs.

**SUMMARY OF FUNDS – CURRENT YEAR**

	Balance at 1 April 2021	Income	Expenditure	Balance at 31 March 2022
	£	£	£	£
General Funds	117,261	134,058	(121,626)	129,693
	<u>117,261</u>	<u>134,058</u>	<u>(121,626)</u>	<u>129,693</u>
Restricted funds	-	-	-	-
	<u>117,261</u>	<u>134,058</u>	<u>(121,626)</u>	<u>129,693</u>

**SUMMARY OF FUNDS – PRIOR YEAR**

	Balance at 1 April 2020	Income	Expenditure	Balance at 31 March 2021
	£	£	£	£
General Funds	113,310	113,166	(109,215)	117,261
	<u>113,310</u>	<u>113,166</u>	<u>(109,215)</u>	<u>117,261</u>
Restricted funds	887	-	(887)	
	<u>114,197</u>	<u>114,053</u>	<u>(110,989)</u>	<u>117,261</u>

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**16. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS – CURRENT YEAR**

	<b>Restricted funds 2022 £</b>	<b>Unrestricted funds 2022 £</b>	<b>Total funds 2022 £</b>
Tangible fixed assets	-	24,696	24,696
Current Assets	-	110,288	110,288
Creditors due within one year	-	(5,291)	(5,291)
	<hr/>	<hr/>	<hr/>
	-	129,693	129,693
	<hr/>	<hr/>	<hr/>

**ANALYSIS OF NET ASSETS BETWEEN FUNDS – PRIOR YEAR**

	<b>Restricted funds 2021 £</b>	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>
Tangible fixed assets	-	27,651	27,651
Current Assets	-	94,504	94,504
Creditors due within one year	-	(4,894)	(4,894)
	<hr/>	<hr/>	<hr/>
	-	117,261	117,261
	<hr/>	<hr/>	<hr/>

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**17. PENSION COMMITMENTS**

The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £1,156 (2021 - £1,224)

**18. OPERATING LEASE COMMITMENTS**

At 31 March 2022 the total of the charity's future minimum lease payments under non-cancellable operating leases was :

	<b>Land and buildings</b>	
	<b>2022</b>	<b>2021</b>
<b>AMOUNTS PAYABLE</b>		
Within one year	5,600	5,600
Between 1 and 5 years	22,400	22,400
After more than 5 years	84,000	89,600
	<hr/>	<hr/>

The charity has the right to terminate its lease every 5 years, the next option occurs in May 2022.



**SWAFFHAM AND DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**

England & Wales - Charity number 1050124

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# Accounts

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COMPANY REGISTRATION NUMBER: 02956667  
CHARITY REGISTRATION NUMBER: 1050124

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**

**(A company limited by guarantee)**

**UNAUDITED**

**EXECUTIVE COMMITTEE'S REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2021**

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
**(A company limited by guarantee)**

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Statement of financial activities	6
Balance sheet	7
Notes to the financial statements	8 -19

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**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
**(A company limited by guarantee)**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND  
ADVISERS**

**FOR THE YEAR ENDED 31 March 2021**

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The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2021.

**Reference and administrative details**

<b>Registered charity name</b>	Swaffham & District Mental Health Association Limited
<b>Charity registration number</b>	1050124
<b>Company registration number</b>	02956667
<b>Principal office and registered office</b>	Merle Boddy Centre Station Yard Swaffham Norfolk PE37 7JE
<b>Executive Committee</b>	Dr R Musson Mr J D Dean Mr I W Pilcher Mrs S J Pilcher Mr S M Sole
<b>Company secretary</b>	Mrs S J Pilcher

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**EXECUTIVE COMMITTEE'S REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

The Executive Committee present their annual report together with the financial statements of the company Swaffham & District Mental Health Association Limited for the period 1 April 2020 to 31 March 2021. The Executive Committee confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), 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) as amended by Update Bulletin 1 (effective 1 January 2015).

Since the company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

**OBJECTIVES AND ACTIVITIES**

**a. POLICIES AND OBJECTIVES**

In setting objectives and planning for activities, the Executive Committee has given due consideration to general guidance published by the charity commission relating to public benefit.

The principal objective of the company during the year was to protect and preserve health and to relieve the mentally ill in particular by providing and assisting in the provision of day services.

There have been no changes in the objectives since the last annual report.

**b. STRATEGIES FOR ACHIEVING OBJECTIVES**

The company has been set up to give friendship and support to all suffering from mental illness, to provide information to those who would like to help in this work, to stimulate interest in mental health and to study local needs and consider ways of filling any gaps in the service, and to cooperate with all local organisations engaged in mental health work.

Our members are consulted to establish their needs and wants. We will continue to develop our service in line with both their and our objectives.

**ACHIEVEMENTS AND PERFORMANCE**

**a. REVIEW OF ACTIVITIES**

The Day Centre continues to be open five days per week and, although our numbers are not as high as we would wish, we continue to offer a valuable service to those who do come to us.

At present, we have 7 members of staff, all of whose efforts are greatly appreciated by the Executive Committee and the clients at the Centre.

Essential changes for provision of individual services, due to Covid specifications, included the procurement of individual serving tables for each client at their own chair.

As has been happening for a number of years, the Centre Manager gives talks about the work of the Centre to organisations in the town and surrounding areas, in order to make as many people as possible aware of the service we offer.

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
**(A company limited by guarantee)**

**EXECUTIVE COMMITTEE'S REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

We are grateful for the support and encouragement which we receive from organisations, groups and individuals in the town. Without their help, we would not be able to continue.

The Executive Committee would like to thank the staff for their efforts, dedication and continued support in maintaining the high standard of service that the Centre offers.

**FINANCIAL REVIEW**

**a. GOING CONCERN**

After making the appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

**b. RESERVES POLICY**

The Executive Committee are conscious of the need to maintain unrestricted reserves, sufficient to meet planned and unforeseen fluctuations in income and expenditure for the foreseeable future. The policy is to maintain a level of resources that is equivalent to at least six months of the annual expenditure or which, on cessation, would cover all anticipated liabilities, including redundancy payments to staff.

Free reserves (unrestricted not represented by tangible fixed assets) now equate to £89,610, which represents approximately nine to ten months of total expenditure.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**a. CONSTITUTION**

The company is a charitable company limited by guarantee, and was set up by a Charity Commission Scheme, and is a registered charity number 1050124.

**PLANS FOR FUTURE PERIODS**

**a. FUTURE DEVELOPMENTS**

There are no plans at present for future developments.

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**EXECUTIVE COMMITTEE'S REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**EXECUTIVE COMMITTEES' RESPONSIBILITIES STATEMENT**

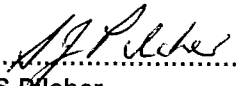
The Executive Committee (who are also directors of Swaffham and District Mental Health Association Limited for the purposes of company law) are responsible for preparing the Executive Committee's report and the financial statements in accordance with applicable law and Company law requires the Executive Committee to prepare financial statements for each financial year. Under company law, the Executive Committee must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company, and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the Executive Committee are required to:

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

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

This report was approved by the Executive Committee on 25 June 2021, and signed for on their behalf by:

.....  
  
Mrs S Pilcher

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
**(A company limited by guarantee)**

**INDEPENDENT EXAMINER'S REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**INDEPENDENT EXAMINER'S REPORT TO THE EXECUTIVE COMMITTEE OF SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED (the 'company')**

I report to the charity Executive Committee on my examination of the accounts of the company for the year ended 31 March 2021.

This report is made solely to the company's Executive Committee, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's Executive Committee those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Executive Committee as a body, for my work or for this report.

**RESPONSIBILITIES AND BASIS OF REPORT**

As the Executive Committee of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination, I have followed the directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**INDEPENDENT EXAMINER'S STATEMENT**

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

- 1) accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2) the accounts do not accord with those records; or
- 3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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 accounts to be reached.

Signed:  .....

Dated: 25 June 2021

Gavin Minns FCA

**CLENSHAW MINNS**  
Chartered Accountants

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME & EXPENDITURE  
ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
<b>INCOME FROM:</b>					
Donations and legacies	2	-	37,857	37,857	15,552
Charitable activities	3	-	75,290	75,290	105,841
Other trading activities	4	-	-	-	3,577
Investments	5	-	19	19	77
		<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL INCOME</b>		-	113,166	113,166	125,047
		<hr/>	<hr/>	<hr/>	<hr/>
<b>EXPENDITURE ON:</b>					
Charitable activities	6,7,8	-	110,102	110,102	108,618
		<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL EXPENDITURE</b>	9	-	110,102	110,102	108,618
		<hr/>	<hr/>	<hr/>	<hr/>
<b>NET EXPENDITURE BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>		-	3,064	3,064	16,429
<b>NET MOVEMENT IN FUNDS</b>		-	3,064	3,064	16,429
<b>RECONCILIATION OF FUNDS:</b>					
Total funds brought forward		887	113,310	114,197	97,768
		<hr/>	<hr/>	<hr/>	<hr/>
<b>MOVEMENT OF FUNDS B/FWD</b>		(887)	887		
<b>TOTAL FUNDS CARRIED FORWARD</b>		-	117,261	117,261	114,197
		<hr/>	<hr/>	<hr/>	<hr/>

The notes on pages 8 to 19 form part of these financial statements.

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 02956667**

**BALANCE SHEET**  
**AS AT 31 MARCH 2021**

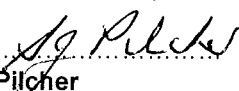
	Note	£	2021 £	£	2020 £
<b>FIXED ASSETS</b>					
Tangible assets	12		27,651		30,062
<b>CURRENT ASSETS</b>					
Debtors	13	1,315		1,847	
Cash at bank and in hand		93,189		86,080	
		-----		-----	
		94,504		87,927	
<b>CREDITORS: amounts</b>					
falling due within one year	14	(4,894)		(3,792)	
		-----		-----	
<b>NET CURRENT ASSETS</b>			89,610		84,135
			-----		-----
<b>NET ASSETS</b>			117,261		114,197
			-----		-----
<b>CHARITY FUNDS</b>					
Restricted funds	15		-		887
Unrestricted funds	15		117,261		113,310
			-----		-----
<b>TOTAL FUNDS</b>			117,261		114,197
			-----		-----

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Executive Committee consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Executive Committee acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements were approved and authorised for issue by the Executive Committee on 25 June 2021 and signed on their behalf, by;

.....  
  
**Mrs S Pilcher**

The notes on pages 8 to 19 form part of these financial statements.

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**1. ACCOUNTING POLICIES**

**1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

The financial statements have been prepared in accordance with 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) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Swaffham & District Mental Health Association Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value, unless otherwise stated in the relevant accounting policy.

**1.2 COMPANY STATUS**

The company is a private company limited by guarantee and incorporated in England and Wales. The members of the company are the Executive Committee named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

**1.3 FUND ACCOUNTING**

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

Designated funds comprise unrestricted funds that have been set aside by the Executive Committee for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company 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.

**1.4 INCOME**

All income is recognised once the company has entitlement to the income, it is probable that the income will be received, and the amount of income receivable can be measured reliably.

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**1. ACCOUNTING POLICIES (continued)**

**1.5 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.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

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

**1.6 TANGIBLE FIXED ASSETS AND DEPRICATION**

All assets costing more than £500 are capitalised.

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 incorporating income and expenditure account.

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:

L/Term Leasehold Property	-	4% straight line
Plant & Machinery	-	33% straight line
Fixtures & Fittings	-	33% straight line
Office Equipment	-	33% straight line

**1.7 OPERATING LEASES**

Rentals under operating leases are charged to the statement of financial activities incorporating income and expenditure account on a straight line basis over the lease term.

**1.8 PENSIONS**

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

**1.9 FINANCIAL INSTRUMENTS**

The company 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.

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**2. INCOME FROM DONATIONS & LEGACIES**

	<b>Restricted funds 2021</b>	<b>Unrestricted funds 2021</b>	<b>Total funds 2021</b>	<i>Total funds 2020</i>
	£	£	£	£
Donations	-	8,351	8,351	15,552
Grants	-	29,506	29,506	-
	<hr/>	<hr/>	<hr/>	<hr/>
Total	-	37,857	37,857	15,552
	<hr/>	<hr/>	<hr/>	<hr/>

**3. INCOME FROM CHARITABLE ACTIVITIES**

	<b>Restricted funds 2021</b>	<b>Unrestricted funds 2021</b>	<b>Total funds 2021</b>	<i>Total funds 2020</i>
	£	£	£	£
Norfolk County Council	-	56,230	56,230	62,835
Members' contribution – dinner fund	-	3,686	3,686	12,019
Day care charges – private	-	15,374	15,374	30,897
	<hr/>	<hr/>	<hr/>	<hr/>
Total	-	75,290	75,290	105,841
	<hr/>	<hr/>	<hr/>	<hr/>

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**4. FUNDRAISING INCOME**

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Christmas dance, bingo raffle, etc.	-	-	-	3,527
Other income	-	-	-	50
<i>Total</i>	-	-	-	3,577

**5. INVESTMENT INCOME**

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Interest receivable	-	19	19	77

**6. DIRECT COSTS**

	Total 2021 £	Total 2020 £
Marketing, selling and promotion	1,064	457
Administrative expenses	1,923	3,980
Establishment	13,287	12,203
Food purchases	2,695	7,296
Wages and salaries	84,241	76,342
Pension cost	1,224	1,160
Depreciation	3,022	4,206
	<u>107,456</u>	<u>105,644</u>

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**7. SUPPORT COSTS**

	<b>Total 2021</b>	<i>Total 2020</i>
	£	£
Professional fees	-	269
	<hr/>	<hr/>

**8. GOVERNANCE COSTS**

	<b>Restricted funds 2021</b>	<b>Unrestricted funds 2021</b>	<b>Total funds 2021</b>	<i>Total funds 2020</i>
	£	£	£	£
Accountancy fees	-	2,646	2,646	2,705
	<hr/>	<hr/>	<hr/>	<hr/>

**9. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE**

	<b>Staff costs 2021</b>	<b>Depreciation 2021</b>	<b>Other costs 2021</b>	<b>Total 2021</b>	<i>Total 2020</i>
	£	£	£	£	£
Protect, preserve health and relieve the mentally ill	85,465	3,022	18,969	107,456	105,913
Expenditure on governance	-	-	2,646	2,646	2,705
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>85,465</b>	<b>3,022</b>	<b>21,615</b>	<b>110,102</b>	<b>108,618</b>
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**10. NET INCOME (EXPENDITURE)**

This is stated after charging:

	<b>Total 2021</b>	<i>Total 2020</i>
	£	£
Depreciation of tangible fixed assets:		
- owned by the charity	3,022	4,206
Operating lease payments	3,877	3,877
	_____	_____

During the year, no Executive Committee received any remuneration (2020 – £NIL).

During the year, no Executive Committee received any benefits in kind (2020 – £NIL).

During the year, no Executive Committee received any reimbursement of expenses (2020 – £NIL).

**11. STAFF COSTS**

Staff costs were as follows:

Wages and salaries	84,241	76,342
Other pension costs	1,224	1,160
	_____	_____
	85,465	77,502

The average number of persons employed by the company during the year was as follows:

	<b>No.</b>	<i>No.</i>
Charity staff	7	7

No employee received remuneration amounting to more than £60,000 in either year.

The key management personnel of the charity received employee benefits (including employer pension contributions) of £20,701 (2020 - £15,914) in the year.

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**12. TANGIBLE FIXED ASSETS**

	L/Term Leasehold Property £	Plant & Machinery £	Fixtures & Fittings £	Office Equipment £	Total £
<b>COST</b>					
At 1 April 2020	30,527	2,395	7,507	2,709	43,138
Additions	-	-	612	-	612
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At March 2021	30,527	2,395	8,119	2,709	43,750
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>DEPRECIATION</b>					
At 1 April 2020	3,663	2,395	4,313	2,706	13,077
Charge for the year	1,221	-	1,801	-	3,022
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2021	4,884	2,395	6,114	2,706	16,099
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>NET BOOK VALUE</b>					
At 31 March 2021	25,643	-	2,005	3	27,651
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2020	26,865	-	3,194	3	30,062
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

**13. DEBTORS**

	2021 £	2020 £
Trade debtors	1,315	1,847
	<hr/>	<hr/>
	1,315	1,847
	<hr/>	<hr/>

SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED  
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021

14. CREDITOR: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade creditors	423	392
Other creditors	2,551	1,791
Accruals	1,920	1,609
	<hr/>	<hr/>
	4,894	3,792
	<hr/>	<hr/>

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**15. STATEMENT OF FUNDS**

**STATEMENT OF FUNDS – CURRENT YEAR**

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
<b>UNRESTRICTED FUNDS</b>				
General funds	113,310	113,166	(109,215)	117,261
<b>RESTRICTED FUNDS</b>				
Development fund	387	-	(387)	-
Norfolk Community Furniture fund	500	-	(500)	-
Tesco Groundwork	-	-	-	-
	887		(887)	-
Total of funds	114,197	113,166	(110,102)	117,261

**STATEMENT OF FUNDS – PRIOR YEAR**

	Balance at 1 April 2019 £	Income £	Expenditure £	Balance at 31 March 2020 £
<b>UNRESTRICTED FUNDS</b>				
General funds	96,881	125,047	(108,618)	113,310
<b>RESTRICTED FUNDS</b>				
Development fund	387	-	-	387
Norfolk Community Furniture fund	500	-	-	500
	887			887
Total of funds	97,768	125,047	(108,618)	114,197

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

The **Development fund** was created with a grant from the Wayland Show of £750 to be applied to improving communications and publicity to help the Association adapt to forthcoming development.

The **Norfolk Community Furniture** fund has been used for the refurbishment of existing chairs.

**SUMMARY OF FUNDS – CURRENT YEAR**

	Balance at 1 April 2020	Income	Expenditure	Balance at 31 March 2021
	£	£	£	£
General Funds	113,310	113,166	(109,215)	117,261
	<u>113,310</u>	<u>113,166</u>	<u>(109,215)</u>	<u>117,261</u>
Restricted funds	887	-	(887)	-
	<u>114,197</u>	<u>114,053</u>	<u>(110,989)</u>	<u>117,261</u>

**SUMMARY OF FUNDS – PRIOR YEAR**

	Balance at 1 April 2019	Income	Expenditure	Balance at 31 March 2020
	£	£	£	£
General Funds	96,881	125,047	(108,618)	113,310
	<u>96,881</u>	<u>125,047</u>	<u>(108,618)</u>	<u>113,310</u>
Restricted funds	887			887
	<u>97,768</u>	<u>125,047</u>	<u>(108,618)</u>	<u>114,197</u>

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**16. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS – CURRENT YEAR**

	<b>Restricted funds 2021 £</b>	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>
Tangible fixed assets	-	27,651	27,651
Current Assets	-	94,504	94,504
Creditors due within one year	-	(4,894)	(4,894)
	<hr/>	<hr/>	<hr/>
	-	117,261	117,261
	<hr/>	<hr/>	<hr/>

**ANALYSIS OF NET ASSETS BETWEEN FUNDS – PRIOR YEAR**

	<b>Restricted funds 2020 £</b>	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>
Tangible fixed assets	-	30,062	30,062
Current Assets	887	87,040	87,927
Creditors due within one year	-	(3,792)	(3,792)
	<hr/>	<hr/>	<hr/>
	887	113,310	114,197
	<hr/>	<hr/>	<hr/>

**SWAFFHAM & DISTRICT MENTAL HEALTH ASSOCIATION LIMITED**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2020**

**17. PENSION COMMITMENTS**

The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £1,224 (2020 - £1,160)

**18. OPERATING LEASE COMMITMENTS**

At 31 March 2021 the total of the charity's future minimum lease payments under non-cancellable operating leases was :

	<b>Land and buildings</b>	
	<b>2021</b>	<b>2020</b>
<b>AMOUNTS PAYABLE</b>		
Within one year	5,600	3,877
Between 1 and 5 years	22,400	23,008
After more than 5 years	89,600	97,784
	<hr/>	<hr/>

The charity has the right to terminate its lease every 5 years, the next option occurs in May 2022.